



City Council Business Meeting Agenda
February 11, 2020
6:30 PM

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

PUBLIC NOTICES:

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

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan

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

NEW BUSINESS

<p>OPEN A PUBLIC HEARING TO ALLOW PUBLIC TESTIMONY IN RELATION TO THE HOUSING REHABILITATION PROJECT</p>

- 1. THE MATTER OF A PUBLIC HEARING TO OBTAIN CITIZENS VIEWS ABOUT THE HOUSING REHABILITATION PROJECT FUNDED WITH COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FROM OREGON BUSINESS DEVELOPMENT DEPARTMENT.**

STAFF REPORT:

Exhibit A: Resolution No. 1175

Exhibit B: Notice of Public Hearing

Exhibit C: PowerPoint File with Project Pictures

ACTION: FOR INFORMATION – NO ACTION REQUIRED BY COUNCIL

- 2. THE MATTER OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF HARRISBURG AND LINN COUNTY SHERIFF'S OFFICE**

STAFF REPORT:

Exhibit A: Proposed July 1, 2019 – June 30, 2022 IGA to provide "law enforcement functions" within Harrisburg

Exhibit B: Prior IGA, in place from July 1, 2017 to June 30, 2019

ACTION: MOTION TO APPROVE/DISAPPROVE/AMEND THE INTERGOVERNMENTAL AGREEMENT BETWEEN CITY OF HARRISBURG AND LINN COUNTY SHERIFF'S OFFICE.

THE AGREEMENT IS EFFECTIVE FROM JULY 1, 2019 TO JUNE 30, 2022, WITH THE ALLOCATION OF AT LEAST 4 DEPUTIES FOR 36 HOURS FOR THE 4TH OF JULY AND 2 DEPUTIES FOR 4 HOURS TO THE CHRISTMAS LIGHT PARADE (ADDENDUM TO PARAGRAPH 11 OF EXHIBIT A OF SAID AGREEMENT) AND IN ANNUAL AMOUNTS NOT TO EXCEED THOSE OF PARAGRAPH 1.

- 3. THE MATTER OF CONSIDERATION OF AN EMPLOYMENT AGREEMENT WITH JOHN HITT TO SERVE AS HARRISBURG CITY ADMINISTRATOR**

Exhibit A: Proposed Employment Agreement

Exhibit B: Proposed contract comparison with former
administrator and hypothetical new administrator hire

**ACTION: MOTION TO APPROVE/AMEND/REJECT PROPOSED CITY OF
HARRISBURG – JOHN HITT EMPLOYMENT AGREEMENT**

RESOLUTIONS

**4. THE MATTER OF APPROVING PERSONNEL POLICY NO. 105, ‘NO-
HARASSMENT’ AND RESOLUTION NO. 1226**

STAFF REPORT:

Exhibit A: PERSONNEL COMMITTEE STAFF REPORT

Exhibit B: RESOLUTION NO. 1226

Exhibit C: ORIGINAL POLICY NO. 105

**ACTION: MOTION TO APPROVE RESOLUTION NO. 1226, “A RESOLUTION
AMENDING THE CITY OF HARRISBURG EMPLOYEE MANUAL, TO UPDATE
POLICY NO. 105, NO-HARASSMENT”**

CONSENT LIST NOTES: *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 for November 12, 2019

Exhibit B: Payment Approval Report for January 2020

Exhibit C: Planning Commission Minutes for November 19, 2019

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

- 1. The City Council Minutes for the November 12, 2019 Business Meeting.**
- 2. The payment approval report for January 2020**

6. CITY ADMINISTRATOR VERBAL REPORT

- **Summer Sounds and Movies/Tri-County Chamber of Commerce**
- **RAIN - 6 Month Report from Corey Wright (Scheduled presentation for March 24, 2020)**
- **Coburg Police Traffic Enhancement Pilot Program - Schedule 2nd Meet & Greet Session?**
- **Knife River - Preliminary Title Report, and Knife River Offer to pay \$5,000 in Farm Deferral Charges from Linn County.**
- **Miscellaneous**

OTHER ITEMS

ADJOURN

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF A PUBLIC HEARING TO OBTAIN CITIZENS VIEWS ABOUT THE HOUSING REHABILITATION PROJECT FUNDED WITH COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FROM OREGON BUSINESS DEVELOPMENT DEPARTMENT.

STAFF REPORT:

Exhibit A: Resolution No. 1175

Exhibit B: Notice of Public Hearing

Exhibit C: PowerPoint File with Project Pictures

ACTION: For Information – No action required by Council

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda - February 11, 2020

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
\$400,000 (Grant is in process of being closed out)	Yes	General Fund

STAFF RECOMMENDATION:

Staff recommends that Liza Newcomb provide her report, and answer any questions from Council, or citizens, if any are present to provide testimony.

BACKGROUND INFORMATION:

The City was asked to be the fiduciary agent for a \$400,000 CDBG (Community Development Block Grant) from the Oregon Business Development Department (Business Oregon) in late fall/winter of 2017, and adopted a resolution (**Exhibit A**) which authorized the application and acceptance for the CDBG grant. The City is a member of the Linn County Housing Rehabilitation Partnership, which includes the towns of Lebanon, Brownsville, Harrisburg, Scio, Halsey, Sweet Home, Tangent, Waterloo and surrounding unincorporated areas of Linn County. The LCHRP designated Willamette Neighborhood Housing Services as the administrator of the loan program.

As the fiduciary agent, the City was responsible for accepting the funds, and writing checks as needed and approved by Business Oregon through the regular grant

process. The latest check written by the city was a disbursement of \$149,676.48 which occurred in December.

Finance Officer Tim Gaines was audited this week by Business Oregon, who reviewed our files and accounting in relation to the program funds, in preparation for closing out the grant files. There are still some funds that are remaining in the program, that are in the process of being paid out.

As part of the grant requirements, Liza Newcomb, who is the program manager for DevNW, is required to publicize a public hearing (**Exhibit B**) for the City. This allows citizens to give views about the project, and where they can also comment about our performance in relation to our role in this project. Liza will be present, and as part of her presentation, has provided us with pictures (**Exhibit C**) of some of the projects made possible by this grant. As of the date of this report, the City has received no comments or testimony from any citizens in relation to the public hearing notice. (Please note that the Willamette Neighborhood Housing Services (WNHS) and Neighborhood Economic Development Corporation (NEDCO) have merged into a new company, which is now called DevNW).

The City Council has no actions required in relation to the public hearing process, other than allowing citizens to provide testimony, if they should desire to do so.

MOTION (If necessary): None

REVIEW AND APPROVAL:

Michele Eldridge Date
City Recorder/Asst. City Administrator

RESOLUTION NO. 1175

A RESOLUTION AUTHORIZING THE APPLICATION AND ACCEPTANCE OF ANY AWARD
FOR A COMMUNITY DEVELOPMENT BLOCK GRANT

WHEREAS, The City is a member of the Linn County Housing Rehabilitation Partnership Program in rural Linn County which includes the incorporated cities of Harrisburg, Brownsville, Halsey, Lebanon, Scio, Sodaville, Sweet Home, Tangent, Waterloo, and all unincorporated areas of Linn County; and

WHEREAS, The City is eligible to apply for a 2017 Community Development Block Grant (CDBG) from the Oregon Business Development Department. Community Development Block Grant funds come from the U.S. Department of Housing and Urban Development. The grants can be used for public facilities and housing improvements, primarily for persons with low and moderate incomes; and

WHEREAS, The \$400,000 grant will provide loan funds to approximately 12 households and some administration and management fees to operate the program. Willamette Neighborhood Housing Services (WNHS) has operated this program since January 2007.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The Council of the City of Harrisburg herein authorizes the staff to submit an application for the 2017 CDBG and authorizes the City Administrator (or Finance Director) to sign the required documents and contract with Willamette Neighborhood Housing Services as sub-grantee.

Section 2. The Council of the City of Harrisburg will accept any CDBG award resulting from this application.

Section 3. This Resolution shall be effective immediately upon its passage.

PASSED by the Council and executed by the Mayor this 8TH day of NOVEMBER, 2017 by a vote of 6 yeas and 0 nays.



Mayor

City of Harrisburg, Oregon

ATTEST:



City Recorder

Notice of Public Hearing

Harrisburg is completing a housing rehabilitation project funded with Community Development Block Grant funds from the Oregon Business Development Department. 9 single family, owner occupied residences in Lebanon, Sweet Home, and rural Linn County, were repaired using the funds. It is estimated that the project benefitted at least 12 persons of whom 100% are low or moderate income.

A public hearing will be held by the Harrisburg City Council at 6:30 pm on Tuesday, February 11, 2020 at the Harrisburg Municipal Center, 354 Smith Street, Harrisburg, OR 97446.

The purpose of the hearing is for the City Council to obtain citizens views about the project and to take comments about the local government's performance. Written comments are also welcome and must be received by 12:00 PM February 3, 2020 at ATTN: City Recorder, 120 Smith Street, Harrisburg, OR 97446, in order to be included with the agenda. Both oral and written comments will be reviewed by the City Council.

The location of the hearing is accessible to the disabled. Please let the City Recorder's office at 541-995-6655 know if you need any special accommodations to attend or participate in the hearing.

More information about the Oregon Community Development Block Grant program and the project is available for public review at Finance Officer's Office, 120 Smith Street, Harrisburg, OR 97446 during regular office hours. Advance notice is requested.



Community Development Block Grant

from

Infrastructure Finance Authority/Oregon Business Development Department

Completed with lending services and client support provided by:





Removed and replaced
siding, insulated walls,
installed new windows.





About 40% of the home had no foundation wall. Much of the supporting timber was dry-rotted. We fixed that!





Water leaking over years produced dry rot that created a giant hole in a joist supporting the roof. The contractor had to completely replace all the ceiling





Creative wiring solutions made
for a dangerous space right next
to the washing machine.





Original windows, siding in poor condition with lead based paint. We replaced with windows, siding, exterior doors and the project will continue with funds from the USDA program.





Original water heater serving a 4 person household.





Windows, roof, doors and exterior paint.





Roof, gutters, exterior paint and (not shown) new heating system.



Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF HARRISBURG AND LINN COUNTY SHERIFF'S OFFICE

STAFF REPORT:

Exhibit A: Proposed July 1, 2019 – June 30, 2022 IGA to provide
“law enforcement functions” within Harrisburg

Exhibit B: Prior IGA, in place from July 1, 2017 to June 30, 2019

ACTION: MOTION TO APPROVE/DISAPPROVE/AMEND THE INTERGOVERNMENTAL AGREEMENT BETWEEN CITY OF HARRISBURG AND LINN COUNTY SHERIFF'S OFFICE.

THE AGREEMENT IS EFFECTIVE FROM JULY 1, 2019 TO JUNE 30, 2022, WITH THE ALLOCATION OF AT LEAST 4 DEPUTIES FOR 36 HOURS FOR THE 4TH OF JULY AND 2 DEPUTIES FOR 4 HOURS TO THE CHRISTMAS LIGHT PARADE (ADDENDUM TO PARAGRAPH 11 OF EXHIBIT A OF SAID AGREEMENT) AND IN ANNUAL AMOUNTS NOT TO EXCEED THOSE OF PARAGRAPH 1.

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda – February 11, 2020

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
\$233,805+	YES	GENERAL FUND

STAFF RECOMMENDATION:

Staff recommends approval of the agreement upon deliberation of paragraph 11, Exhibit A, number and hours of deputies needed for special events. The former agreement called for 3 deputies/36 hours for 4th of July and 1 deputy/4 hours for the Christmas Light Parade.

Other amendments that might be desired by City Council would need to go back to Linn County for reconsideration as the contract we have has already been reviewed and signed by Linn County officials

BACKGROUND INFORMATION:

The prior city/sheriff IGA, which began July 1, 2017, (**Exhibit B**) required that the sheriff “...shall provide a minimum (of 320 hours per month) to be dedicated in the city.” In addition, paragraph 10 of the agreement incorporated into the 320 hours per month 36 hours for the 4th of July, and 4 hours for the Christmas Light Parade. Also included in the 320 monthly hours, as per paragraph 11 of the 2017 agreement, was 75 hours of

traffic enforcement, per month, as a “minimum enforcement goal.” The hourly rate for FY 17/18 was \$65.00 and \$67.33 for 2018/19.

Since the prior IGA expired July 1st of 2019, the current proposal (**Exhibit A**) is retroactive to then and would continue to July 1st of 2022. The city has not been charged for Sheriff services so far this fiscal year.

The principal differences between the proposed IGA and the prior one are as follows:

- A. The monthly contracted hours are reduced to 275 from 320. (Coburg has been contracted with to provide 25 hours per month of traffic patrol/enforcement)
- B. The hourly rate is increased to \$70.85 (+5.22%) for the current fiscal year.
- C. The hourly rate for FY 2020/21 goes to \$72.99 per hour (+3.02%)
- D. The hourly rate for FT 2021/22 goes to \$75.51 per hour (+3.5%)
- E. There are no hours specified for either traffic enforcement/patrol or for city special events.

It should be noted that the \$233,805 total payment proposed for the current fiscal year is within the city's \$234,000 'County Law Enforcement' budget line item. In 2019/2020, the portion of the \$15,000 authorized for the Coburg police patrols falling into this fiscal period will be paid for from the contract services expense line, currently budgeted for \$12,500. We will decide where to expense the remaining amount owing to the City of Coburg during budget deliberations.

MOTION (If necessary): The motion is located at the top of this report. The motion can be approved, disapproved, or can be amended, depending upon Councils decision.

REVIEW AND APPROVAL:

John Hitt
Interim City Administrator

**INTERGOVERNMENTAL AGREEMENT BETWEEN
CITY OF HARRISBURG AND LINN COUNTY SHERIFF'S
OFFICE**

PARTIES TO THE AGREEMENT

This agreement is made and entered into this 1st day of July, 2019, by and between the City of Harrisburg, a municipal corporation of the State of Oregon, hereinafter called CITY, and Linn County, Oregon, a political subdivision, of the State of Oregon, and the Sheriff of Linn County, hereinafter called COUNTY.

PURPOSE

The CITY is desirous of contracting with COUNTY for the performance of the hereinafter described law enforcement functions within its boundaries by the COUNTY, through the Sheriff thereof. The COUNTY is agreeable, with approval of the Sheriff, to rendering such services on the terms and conditions hereinafter set forth herein. This agreement is authorized and provided for by the provisions of ORS 190.010 and ORS 206.345.

**IN CONSIDERATION OF THE MUTUAL CONVENANTS
CONTAINED HEREIN, THE PARTIES AGREE TO THE
FOLLOWING TERMS, PROVISIONS AND CONDITIONS:**

1. **Payment by CITY.** CITY shall pay COUNTY in cash equivalent the annual sum set forth below (other cities listed for information only):

CITY	HRS	CONTRACT AMOUNT		
		2019-2020	2020-2021	2021-2022
Brownsville	2400	\$170,040	\$175,176	\$181,224
Halsey	864	\$61,214	\$63,063	\$65,241
Harrisburg	3300	\$233,805	\$240,867	\$249,183
Millersburg	1836	\$130,081	\$134,010	\$138,636
Scio	864	\$61,214	\$63,063	\$65,241

Said amounts shall be paid in quarterly installments during the course of each fiscal year, July 1st through June 30th.

2. **Service to be Performed by COUNTY.** COUNTY shall perform the services described on EXHIBIT A, which by this reference is incorporated into this agreement herein.
3. **Term.** The term of this agreement shall run concurrent to the term of the COUNTY Collective Bargaining Agreement and shall be from July 1, 2019 through and including June 30, 2022. However, the service of the COUNTY shall continue

to be performed and the authority granted to the COUNTY to enforce the ordinances of the CITY shall continue until thirty days after notice is given by either party that such services or authority is discontinued. By December 31st of each year, the CITY and COUNTY shall review the terms of the agreement and determine if any amendments are desired. In order for any modification to be effective, any amendment, modification or otherwise shall be in writing and approved by all parties.

4. **Indemnification.** To the fullest extent permitted by law, and in accordance with the Oregon Constitution and the Oregon Tort Claims Act, each party to this Agreement shall indemnify, defend, save, and hold harmless the other party and its officers, employees and agents from and against all claims, actions, liabilities, damages, losses, or expenses, arising from:
- I. Injury to any person or damage to property caused by the negligence or other wrongful acts or omissions of the party, its officers, employees or agents; or
 - II. Failure or refusal of one party to perform or fulfill its responsibilities under this Contract or any law, through no fault of the other party. The obligations or rights under this section may not be delegated or assigned without the express consent of the other party.

The terms of this provision are neither intended to nor shall they create a right for any third party. The obligations contained in this section shall survive the termination of this Agreement.

5. **COUNTY** shall be exclusively responsible for all its employees, for providing their wages, benefits, insurance, taxes and all the like whether required by federal, state or local law or any Collective Bargaining Agreement, including but not limited to workers compensation and contributions to Public Employees Retirement system.
6. **Entire Agreement.** This Agreement signed by all parties is the parties' final and entire Agreement and supersedes all prior and contemporaneous oral or written communications between the parties, their agent and representatives. There are no representations, promises, terms, conditions or obligations other than those contained herein.
7. **Venue.** Resolution of any disputes arising out of the performance of this contract shall be maintained in the Circuit Court of Linn County.

IN WITNESS WHEREOF, the CITY by resolution duly adopted by its respective City Council cause this agreement to be signed by its Mayor and attested by the City Recorder, and the COUNTY by order of its County Commission and attested by the Clerk and the said COUNTY, and subscribed by the Sheriff of Linn County, all on the day and year first above written.

CITY OF _____

By: _____
Mayor Date

ATTEST:

City Recorder

APPROVED AS TO FORM:





Linn County Legal Counsel

City Legal Counsel

LINN COUNTY, a political
subdivision of the State of Oregon


By:  1-28-2020
Chairman Date

 1-28-2020
Commissioner Date

 1-28-2020
Commissioner Date

 1.13.20
Sheriff Date

ATTEST:



Linn County Clerk

EXHIBIT A

1. The COUNTY agrees to provide law enforcement services within the corporate limits of the CITY, to the extent and in the manner hereinafter set forth. The law enforcement services shall encompass duties and functions of the type within the jurisdiction of and customarily rendered by the COUNTY, pursuant to the statutes of the State of Oregon, and those duties associated with the enforcement and compliance with the Ordinances duly authorized and enacted by the CITY. Such services shall include the enforcement of State statutes and municipal Ordinances of the CITY.
2. CITY grants to COUNTY full municipal police authority.
3. The rendition of such service, the standards of performance, the discipline of officers, and other matters incident to the performance of such services and the control of the personnel so employed, shall remain with the COUNTY.
4. For the purpose of performing all functions of this agreement, COUNTY shall furnish and supply all necessary labor, supervision, equipment, radio communication facilities and supplies necessary to render said services.
5. COUNTY shall set the rate for services, per the table below:

Hourly Rate		
2019-2020	2020-2021	2021-2022
\$70.85 / hour	\$72.99 / hour	\$75.51 / hour

6. COUNTY shall provide a minimum amount of hours per month to be dedicated in the CITY as listed below:

CITY	MONTHLY CONTRACTED HOURS		
	2019-2020	2020-2021	2021-2022
Harrisburg	275	275	275

7. Annual contract increases to the CITY shall be directly related to the COUNTY Collective Bargaining Agreement and related to the percentage of increase in the total cost of COUNTY personnel, to include COLA's, fringe benefits, payroll costs and other COUNTY related expenses. CITY agrees to the hourly rate increases in paragraph five (5) of Exhibit A, based on the minimum hours provided by COUNTY in paragraph six (6) of Exhibit A for each fiscal year.
8. CITY shall have the ability to request and receive targeted services and enhanced patrol, e.g. traffic, and municipal code enforcement.

9. COUNTY acknowledges and agrees that all municipal and criminal offenses within the CITY'S corporate limits, whether initiated by citation, complaint, affidavit, warrant, order, or other instrument shall be prosecuted in the Linn County Circuit Court, Justice Court, or applicable CITY court, as directed by the CITY. Offenses include but are not limited to, CITY Municipal Code Offenses, Violations, and Crimes, and all applicable provisions of the Oregon Criminal Code.
10. COUNTY acknowledges and agrees that all traffic offenses within the CITY'S corporate limits, whether initiated by citation, complaints, affidavit, warrant, order, or other instrument, with the exception of felonies, shall be prosecuted in the Linn County Circuit Court, Justice Court, or applicable CITY court, as directed by the CITY. Offenses include, but are not limited to, all applicable provisions of the Oregon Motor Vehicle Code.
11. The COUNTY agrees to assign deputies to work the following CITY events during the organized festivities as requested by the CITY:

CITY	SPECIAL EVENT	# DEPUTIES	# TOTAL HOURS

The COUNTY and CITY agree the cost of the special events is incorporated into the Annual Contract Cost in paragraph 1 of this agreement.

12. The COUNTY agrees to provide a monthly report of all law enforcement activities within the corporate limits of the CITY. The monthly report shall demonstrate compliance with paragraphs 6-9. COUNTY will make a reasonable attempt to assign a liaison with the rank of Sergeant or higher to attend designated individual CITY Council meetings.
13. COUNTY and CITY, including all contracted cities, shall implement a quarterly joint meeting with the Sheriff or Undersheriff to ensure relationships are adequate to jointly achieve the goals of each party. Meetings will be attended by CITY designee including but not limited to the Mayor, Councilor or high-ranking CITY official such as a City Administrator/Manager/Recorder. All joint meetings shall be held at the COUNTY. The location of such meeting will be determined by the COUNTY, with a time and date agreed upon by the contracted cities.
14. CITY, where applicable, will provide the COUNTY with a substation as an in-kind contribution.



INTERGOVERNMENTAL AGREEMENT BETWEEN CONTRACT CITIES OF LINN COUNTY AND LINN COUNTY SHERIFF'S OFFICE

PARTIES TO THE AGREEMENT

This agreement made and entered into this 30th day of June, 2017, by and between the following contract municipalities:

Harrisburg
Mill City
Brownsville
Millersburg
Halsey
Scio

All listed cities are municipal corporations of the State of Oregon, hereinafter called CITY, and Linn County, Oregon, a political subdivision, of the State of Oregon, and the Sheriff of Linn County, hereinafter called COUNTY.

PURPOSE

The CITY is desirous of contracting with COUNTY for the performance of the hereinafter described law enforcement functions within its boundaries by the COUNTY, through the Sheriff thereof. The COUNTY is agreeable, with approval of the Sheriff, to rendering such services on the terms and conditions hereinafter set forth herein. This agreement is authorized and provided for by the provisions of ORS 190.010 and ORS 206.345.

IN CONSIDERATION OF THE MUTUAL CONVENANTS CONTAINED HEREIN, THE PARTIES AGREE TO THE FOLLOWING TERMS, PROVISIONS AND CONDITIONS:

1. **Payment by CITY.** CITY shall pay COUNTY in cash equivalent the annual sum set forth below:

CITY	CONTRACT AMOUNT	
	2017-2018	2018-2019
Harrisburg	\$249,600	\$258,550
Mill City		
Brownsville	\$156,000	\$165,590
Millersburg	\$88,140	\$91,300
Halsey	\$56,160	\$58,170



Scio	\$56,160	\$58,170
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Said amounts shall be paid in quarterly installments during the course of the fiscal year, July 1st through June 30th.

2. **Service to be Performed by COUNTY.** COUNTY shall perform the services described on EXHIBIT A, which by this reference is incorporated into this agreement herein.
3. **Term.** The term of this agreement shall run concurrent to the term of the COUNTY Collective Bargaining Agreement and shall be from July 1, 2017 through and including June 30, 2019. However, the service of the COUNTY shall continue to be performed and the authority granted to the COUNTY to enforce the ordinances of the CITY shall continue until thirty days after notice is given by either party that such services or authority is discontinued. By December 31st of each year, the CITY and COUNTY shall review the terms of the agreement and determine if any amendments are desired. In order for any modification to be effective, any amendment, modification or otherwise shall be in writing and approved by all parties.
4. **Indemnification.** To the fullest extent permitted by law, and in accordance with the Oregon Constitution and the Oregon Tort Claims Act, each party to this Agreement shall indemnify, defend, save, and hold harmless the other party and its officers, employees and agents from and against all claims, actions, liabilities, damages, losses, or expenses, arising from:
 - I. Injury to any person or damage to property caused by the negligence or other wrongful acts or omissions of the party, its officers, employees or agents; or
 - II. Failure or refusal of one party to perform or fulfill its responsibilities under this Contract or any law, through no fault of the other party. The obligations or rights under this section may not be delegated or assigned without the express consent of the other party.

The terms of this provision are neither intended to nor shall they create a right for any third party. The obligations contained in this section shall survive the termination of this Agreement.
5. **COUNTY** shall be exclusively responsible for all its employees, for providing their wages, benefits, insurance, taxes and all the like whether required by federal, state or local law or any Collective Bargaining Agreement, including but not limited to workers compensation and contributions to Public Employees Retirement system.



6. **Entire Agreement.** This Agreement signed by all parties is the parties' final and entire Agreement and supersedes all prior and contemporaneous oral or written communications between the parties, their agent and representatives. There are no representations, promises, terms, conditions or obligations other than those contained herein.
7. **Venue.** Resolution of any disputes arising out of the performance of this contract shall be maintained in the Circuit Court of Linn County.

IN WITNESS WHEREOF, the CITY by resolution duly adopted by its respective City Council cause this agreement to be signed by its Mayor and attested by the City Recorder, and the COUNTY by order of its County Commission and attested by the Clerk and the said COUNTY, and subscribed by the Sheriff of Linn County, all on the day and year first above written.

CITY OF _____

By: _____
Mayor **Date**

ATTEST:

City Recorder

APPROVED AS TO FORM:

Linn County Legal Counsel

City Legal Counsel

**LINN COUNTY, a political
subdivision of the State of Oregon**

By: _____
Chairman **Date**

Commissioner **Date**

Commissioner **Date**

Sheriff **Date**

ATTEST:

Linn County Clerk



EXHIBIT A

1. The COUNTY agrees to provide law enforcement services within the corporate limits of the CITY, to the extent and in the manner hereinafter set forth. The law enforcement services shall encompass duties and functions of the type within the jurisdiction of and customarily rendered by the COUNTY, pursuant to the statutes of the State of Oregon, and those duties associated with the enforcement and compliance with the Ordinances duly authorized and enacted by the CITY. Such services shall include the enforcement of State statutes and municipal Ordinances of the CITY.
2. CITY grants to COUNTY full municipal police authority.
3. The rendition of such service, the standards of performance, the discipline of officers, and other matters incident to the performance of such services and the control of the personnel so employed, shall remain with the COUNTY.
4. For the purpose of performing all functions of this agreement, COUNTY shall furnish and supply all necessary labor, supervision, equipment, radio communication facilities and supplies necessary to render said services.
5. COUNTY shall set the rate for service at:

Hourly Rate	
2017-2018	2018-2019
\$65.00 / hour	\$67.33 / hour

6. COUNTY shall provide a minimum amount of hours per month to be dedicated in the CITY as listed below:

CITY	MONTHLY CONTRACTED HOURS	
	2017-2018	2018-2019
Harrisburg	320	320
Mill City	301	301
Brownsville	200	200
Millersburg	113	113
Halsey	72	72
Scio	72	72
Lyons	27	27

7. CITY shall have the ability to request and receive targeted services and enhanced patrol, e.g. traffic, and municipal code enforcement.



8. COUNTY acknowledges and agrees that all municipal offenses within the CITY'S corporate limits, whether initiated by citation, complaint, affidavit, warrant, order, or other instrument shall be prosecuted in the Linn County Circuit Court, or applicable CITY court, as directed by each CITY. Offenses include but are not limited to, CITY Municipal Code Offenses, Violations, and Crimes, and all applicable provisions of the Oregon Criminal Code.
9. COUNTY acknowledges and agrees that all traffic offenses within the CITY'S corporate limits, whether initiated by citation, complaints, affidavit, warrant, order, or other instrument, with the exception of felonies, shall be prosecuted in the Linn County Circuit Court, Justice Court, or applicable CITY court, as directed by each CITY. Offenses include, but are not limited to, all applicable provisions of the Oregon Motor Vehicle Code.
10. The COUNTY agrees to assign deputies to work the following CITY events during the organized festivities as requested by each CITY:

CITY	SPECIAL EVENT	# DEPUTIES	# TOTAL HOURS
Harrisburg	4 th of July	3	36
Harrisburg	Light Parade (2 nd Saturday in December)	1	4

The COUNTY and CITY agree the cost of the special events is incorporated into the Annual Contract Cost in paragraph 1 of this agreement.

11. The COUNTY agrees to provide a monthly report of all law enforcement activities within the corporate limits of the CITY. The monthly report shall demonstrate compliance with paragraphs 6-9, and the following monthly minimum enforcement goals for each city:

CITY	Traffic Enforcement	Code Enforcement	Other (please specify)
Harrisburg	75 hours		
Mill City			
Brownsville	20 Hours		
Millersburg			
Halsey			
Scio			
Lyons			

COUNTY agrees the hours listed in the table above are part of the monthly contacted hours of the CITY, noted in paragraph 6 above. While the COUNTY will strive to exceed



the minimum monthly goals above, CITY recognizes COUNTY may not achieve the goals in every month, given other enforcement duties that may take substantial deputy hours.

COUNTY will make a reasonable attempt to assign a liaison with the rank of Sergeant or higher to attend designated individual CITY Council meetings.

12. COUNTY and CITY, including all contracted cities, shall implement a quarterly joint meeting with the Sheriff or Undersheriff to ensure relationships are adequate to jointly achieve the goals of each party. Meetings will be attended by CITY designee including but not limited to the Mayor, Councilor or high-ranking CITY official such as a City Administrator/Manager/Recorder. All joint meetings shall be held at the COUNTY. The location of such meeting will be determined by the COUNTY, with a time and date agreed upon by the contracted cities.
13. Annual contract increases to the CITY shall be directly related to the COUNTY Collective Bargaining Agreement and related to the percentage of increase in the total cost of COUNTY personnel, to include COLA's, fringe benefits, payroll costs and other COUNTY related expenses. CITY agrees to the below hourly rate percentage increases based on the minimum hours provided by COUNTY in paragraph six (6) for each of the following fiscal years:
 - a. 3.58% in Fiscal Year 2018-19
14. CITY, where applicable, will provide the COUNTY with a substation as an in-kind contribution.

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

**THE MATTER OF CONSIDERATION OF AN EMPLOYMENT AGREEMENT WITH
JOHN HITT TO SERVE AS HARRISBURG CITY ADMINISTRATOR**

Exhibit A: Proposed Employment Agreement

Exhibit B: Proposed contract comparison with former
administrator and hypothetical new administrator hire

**ACTION: MOTION TO APPROVE/AMEND/REJECT PROPOSED CITY OF
HARRISBURG – JOHN HITT EMPLOYMENT AGREEMENT**

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda – February 11, 2020

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
\$56,621 for Remainder of FY 19/20	YES	GENERAL FUND

STAFF RECOMMENDATION:

**Staff recommends adoption of the agreement with or without amendment.
However, keep in mind that staff (Interim City Administrator) is not a disinterested party.**

BACKGROUND INFORMATION:

The City has initiated two different City Administrator recruitment efforts with the assistance of OCWCOG. Although the salary range offered in the second recruitment was raised to \$90K- \$110K, no satisfactory candidate came forward.

At their Jan. 20th meeting, the Personnel Committee (Rob Boese absent) asked the Interim City Administrator to consider taking the permanent City Administrator position under terms that he and the city might find acceptable.

At the Jan. 28th City Council work session, (Randy Klemm, Rob Boese absent) the Council discussed the contract concepts submitted by Mr. Hitt at that time. The Council then voted unanimously to have Mr. Hitt bring to the Feb. 11th City Council meeting a formal contract agreement after review by the City Attorney and financial information

EMPLOYMENT AGREEMENT

THIS AGREEMENT, made and entered into this 11th day of February 2020, is by and between the CITY OF HARRISBURG, State of Oregon, a municipal corporation (“City”), and JOHN HITT (“Hitt”), both of whom understand as follows:

RECITALS

1. Hitt has been acting as Interim City Administrator and desires to continue employment as City Administrator of City.

2. The parties desire to establish certain conditions of employment, to provide certain benefits, and to set working conditions for Hitt.

3. The City desires to: 1) retain the services of Hitt and to provide inducement for him to remain in such employment, 2) make possible full work productivity by assuring Hitt's morale and peace of mind with respect to future security, 3) act as a deterrent against malfeasance or dishonesty for personal gain on the part of Hitt, and 4) provide a just means for terminating Hitt's services at such time as he may be unable fully to discharge his duties due to age or disability or when City may desire to otherwise terminate his employ.

AGREEMENT

The parties agree as follows:

Section 1. Duties.

A. City agrees to employ Hitt as City Administrator of the City of Harrisburg, to perform the functions and duties as described in the job description for City Administrator on file with the City Recorder. Except as specifically set out in this agreement, Hitt is subject to the same employment policies as other employees of the City, as they exist on the date of this agreement and as they might be amended from time to time by the City. There shall be no residency requirement for Hitt.

Section 2. Term.

A. The term of this agreement is February 11, 2020, through Nov 30, 2023. This term may be extended by agreement of both parties in writing for additional periods of one (1) year each.

B. This agreement is subject to negotiations for a subsequent three-year term, and the parties may begin successor agreement negotiations as part of the annual performance review process.

C. Nothing in this agreement prevents, limits, or otherwise interferes with the right of the City Council to terminate the services of Hitt at any time, subject only to Section 3, paragraphs A and C of this agreement.

D. Nothing in this agreement prevents, limits, or otherwise interferes with the right of Hitt to resign at any time from his position with the City, subject only to Section 3, paragraph B of this agreement.

Section 3. Termination and Severance Provisions.

A. The City retains the right to terminate the services of Hitt without cause at any time and without a severance allowance. Accrued but unused PTO/vacation/sick leave is not payable upon termination.

B. In the event Hitt voluntarily resigns his position with the City before expiration of the aforesaid term of employment, then Hitt has a duty to give the City thirty days' notice in advance, unless such notice requirement is waived or modified by mutual agreement between Hitt and City Council.

Section 4. Salary.

A. City agrees to pay Hitt for his services rendered according to this agreement, an annual salary of \$115,000, payable in installments at the same time as other employees of the City are paid. This annual salary commences effective February 16, 2020.

B. Hitt is an Oregon PERS retiree that is exempt from the customary PERS mandated maximum hours per year that a PERS retiree can be employed by an Oregon municipality. The City is required to pay to PERS the employer rate contributions on service retirees' salary as per SB 1049. Hitt will be subject to the rules, terms and requirements of the PERS system that apply to Oregon PERS retirees.

Section 5. Hours of Work.

A. Hitt is classified as an overtime-exempt employee working, on average, 40 or more hours per week. Hitt has a duty to devote all of his on-duty hours to the job described above, subject to the employment policies of the City and to the laws of the State of Oregon.

Section 6. Cell Phone and Automobile Use.

A. City agrees to pay Hitt the sum of \$75 a quarter as compensation for City use of Hitt's personal cell phone.

B. City agrees to compensate Hitt for all required City use of his personal automobile, at the approved IRS per mile rate.

Section 7. Health and Medical Insurance.

A. The City and Hitt agree that no health or medical insurance, vision, dental or VEBA benefits will be made available to Hitt in consideration of Hitt having similar benefits in and through his Medicare Advantage insurance. City agrees to provide Hitt such additional benefits as are specified in this agreement.

Section 8. Other Benefits.

A. Vacation. As of the date of execution of this agreement, Hitt is credited with 120 hours of vacation that may be used any time but cannot be carried forward more than two (2) years. After the first six (6) months of service, Hitt will begin accruing vacation pay equal to that of a 10-year employee as defined in the City's Employee Manual, which amounts to 7.0 hours per pay period and which shall be credited to Hitt's employee leave bank (accrued for a maximum of two years). Vacation leave must be used in full coordination with the City Council's schedule and approval as well as overall City needs.

B. Sick Leave. Hitt will accrue three (3) paid PTO days per month to be used in lieu of sick leave, in full coordination with the City Council's schedule as well as overall City needs.

C. Life Insurance. The City will provide basic life insurance, AD&D and LTD benefits, as required by CIS.

D. Paid Holidays. City will provide paid holiday benefits as set forth in the City's Employee Manual.

E. Other Benefits. Hitt will receive other employee benefits, with the exception of Administrative Leave, as provided to exempt employees in the City's Employee Manual and/or as mandated by federal or state law, if not specifically set forth in this agreement.

Section 9. Other Terms and Conditions of Employment.

A. The City Council may fix any other terms and conditions of employment, as it may determine from time to time, relating to the performance of Hitt, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this agreement, the City Charter, or any other law.

B. All provisions of the City Charter and Code, and regulations and rules of the City relating to vacation and sick leave and/or PTO, retirement and pension system contributions, holidays, and other fringe benefits and working conditions as they now exist or hereafter may be amended, apply to Hitt as they would to other employees of City, in addition to those benefits enumerated specifically for the benefit of Hitt, except as provided in this agreement.

Section 11. General Provisions.

A. This agreement constitutes the entire agreement between the parties.

B. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Hitt.

C. This agreement becomes effective upon its signature, and supersedes and replaces any prior agreements, offers, communications, inducements, or representations made prior to the execution of this agreement.

D. If any provision, or any portion thereof, contained in this agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion therefore, will be deemed severable, will not be affected, and will remain in full force and effect.

E. In the event either party initiates any suit, action or appeal on any matter related to this agreement, then the court before whom such suit, action or appeal is taken is to award to the prevailing party such attorney's fees as the court deems reasonable, considering the complexity, effort and result against the party who does not prevail.

EXECUTION

The City of Harrisburg has caused this agreement to be signed and executed on its behalf by its Mayor, and duly attested by its City Recorder, and Hitt has signed and executed this agreement, both in duplicate, the day and year first written above.

John Hitt

Mayor

APPROVED AS TO FORM:

ATTESTING AS TO THE MAYOR:

City Attorney

City Recorder

Brian Latta's Compensation Package for 2019-2020:

Type of Compensation	Amount
Salary as per 2019 Employment Contract. This would likely have been the same in February 2020.	92,460.00
Bonus – Average over the last two years	5,250.00
Admin Leave @ 40 hours per year, paid in October	1,778.08
Cell Phone – Paid Quarterly @ \$25 per month	300.00
Worker's Comp Assessment	24.96
Total Med/Ins Benefits	26,088.12
Social Security	6,186.86
Medicare	1,446.93
HRA VEBA Trust Contribution	1,500.00
PERS - Employee Portion (6%)	5,987.28
OPSRP - General Emplr Portion (17.66%)	17,622.57
Life, AD & D and LTD Insurance	299.70
State Unemployment Tax	99.79
Total:	159,044.30

Compensation Package at \$110,000:

Type of Compensation	Amount
Salary	110,000.00
Bonus – Average over the last two years	5,250.00
Admin Leave @ 40 hours per year, paid in October	1,778.08
Cell Phone – Paid Quarterly @ \$25 per month	300.00
Worker's Comp Assessment	24.96
Total Med/Ins Benefits	26,088.12
Social Security	7,274.34
Medicare	1,701.26
HRA VEBA Trust Contribution	1,500.00
PERS - Employee Portion (6%)	7,039.68
OPSRP - General Emplr Portion (17.66%)	20,720.14
Life, AD & D and LTD Insurance	299.70
State Unemployment Tax	117.33
Total:	182,093.61

John's Proposal:

Type of Compensation	Amount
Salary	115,000.00
Bonus – Average over the last two years	0.00
Admin Leave @ 40 hours per year, paid in October	0.00
Cell Phone – Paid Quarterly @ \$25 per month	300.00
Worker's Comp Assessment	24.96
Total Med/Ins Benefits	0.00
Social Security	7,148.60
Medicare	1,671.85
HRA VEBA Trust Contribution	0.00
PERS - Employee Portion (6%)	0.00
PERS Tier I (23.02%)	26,542.06
Life, AD & D and LTD Insurance	186.46
State Unemployment Tax	115.30
Total:	150,989.23

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF APPROVING PERSONNEL POLICY NO. 105, ‘NO-HARASSMENT’ AND RESOLUTION NO. 1226

STAFF REPORT:

Exhibit A: PERSONNEL COMMITTEE STAFF REPORT

Exhibit B: RESOLUTION NO. 1226

Exhibit C: ORIGINAL POLICY NO. 105

ACTION: MOTION TO APPROVE RESOLUTION NO. 1226, “A RESOLUTION AMENDING THE CITY OF HARRISBURG EMPLOYEE MANUAL, TO UPDATE POLICY NO. 105, NO-HARASSMENT”

THIS AGENDA BILL IS DESTINED FOR: Regular – February 11, 2020

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

STAFF RECOMMENDATION:

Staff recommends the City Council approve Resolution No. 1226.

PERSONNEL COMMITTEE RECOMMENDATION:

The Personnel Committee made one small amendment to the policy and recommends that the City Council approve Personnel Policy No. 105, by adopting Resolution No. 1226.

BACKGROUND INFORMATION:

The Personnel Committee met on January 20, 2020, and reviewed Policy No. 105. The staff report (**Exhibit A**) is attached, with the information reviewed by the committee. The committee amended one small section of the policy to include an option for employees to take harassment/retaliation concerns to the Mayor, if they have followed the normal chain of command. This option is included as an employee may distrust both the HR person, as well as the City Administrator, because they may be part of the problem. Unfortunately, Staff is aware that this problem has occurred in other cities.

The City’s current Personnel Manual has addressed harassment and retaliation but some of those are addressed throughout the manual, in various policies. This policy consolidates all the information in other sections in relation to harassment, and retaliation, as well as protected classes, into one policy. Policy No. 105, as amended, is

shown as Exhibit A in Resolution No. 1226, (**Exhibit B**) and is included with this staff report. The redlined version is available on the City's website, under the Personnel Committee Agenda Packet for December 5, 2020. **Exhibit C** is the current Policy No. 105 for comparison.

Because this revised policy strengthens the City's stance on harassment, bullying, and non-retaliation, employees will be asked to review, and sign that they have reviewed this policy. (Normally, employees will only sign once they receive the entire revised personnel manual.) Staff will be reviewing the remainder of the Personnel Manual this year, as CIS has finally released the newest model policy.

MOTION (If necessary):

MOTION TO APPROVE RESOLUTION NO. 1226, "A RESOLUTION AMENDING THE CITY OF HARRISBURG EMPLOYEE MANUAL, TO UPDATE POLICY NO. 105, NO-HARASSMENT"

REVIEW AND APPROVAL:

John Hitt Date
Interim City Administrator

Agenda Bill

Harrisburg Personnel Committee

Harrisburg, Oregon

THE MATTER OF REVIEWING POLICY NO. 105 – RETITLED TO ‘NO-HARASSMENT’

STAFF REPORT:

Exhibit A: NO-HARASSMENT POLICY NO. 105

ACTION: *I move to recommend Policy No. 105, ‘No-Harassment’ to the City Council as prepared/amended.*

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda

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

STAFF RECOMMENDATION:

Staff recommend the committee review the policy changes and forward it to the City Council for final approval.

BACKGROUND INFORMATION:

The Oregon State Legislature made some changes to the way that harassment should be handled by public employers in Oregon and had set a deadline of Jan 1, 2020 for public employers to set up policies on how they addressed harassment. The City of Harrisburg had addressed harassment, and in some ways, more thoroughly than in other locations. However, some of the harassment information was spread in other locations in the employee manual, such as in the EEOC segment. This ties all the different types of protected classes into the harassment section in one policy.

Tamara Jones is one of the main staff attorneys at CIS, who has been working on a new model manual. Staff had planned on starting another review of our manual earlier this summer but was advised to wait until the model manual was released by CIS. Comparing city policy to the model manual is an advantage to the City, due to the legal expertise that CIS is able to provide.

Policy No. 105 Harassment, (**Exhibit A**) has now been updated to include the information from CIS. (We chose this policy to start the review process, due to its importance to the City.) Most of the changes are excellent, and largely removed any vague language for how an employee could interpret whether or not their behavior could

be considered as harassment. It also addresses some changes due to how case law has changed in the State of Oregon, including the fact that behavior when an employee is off-duty could be construed as harassment.

It also stresses the way that the City can protect and assist our employees who have been affected by harassment, which is important when it comes to issues that could be litigious. Some of the section under 'Other Employee Rights', is also important to note, because it defines how the city would address nondisclosure agreements, and non-disparagement agreements. (This is one of the sections that the attorney's dislike, and feel is unfair to cities). While it doesn't need to be in the policy, it's strongly suggested that it is included, because it's easy for management staff to forget the process that is required by law. (If it isn't present in the policy, it would still need to be provided to employees who are participating/involved in a harassment investigation.) By providing it in the policy, it makes certain that all employees have a copy from the start of their employment.

Staff will walk the Personnel Committee through the changes in this policy as we have in the past. Management staff members reviewed the policy and have made some changes which are included in the draft the committee is reviewing. This particular policy will be given to employees who will be asked to review and sign that they have received it, rather than waiting until the entire manual is completed.

MOTION (If necessary):

I move to recommend Policy No. 105, 'No-Harassment' to the City Council as prepared/amended.

REVIEW AND APPROVAL:

John Hitt
Interim City Administrator

RESOLUTION NO. 1226

**A RESOLUTION AMENDING THE CITY OF HARRISBURG EMPLOYEE MANUAL,
TO UPDATE POLICY NO. 105, NO-HARASSMENT**

WHEREAS, THE City is updating the Personnel Manual in relation to recent changes in the legislature, and to consolidate existing harassment policies;

NOW, THEREFORE, BE IT RESOLVED; Policy No. 105, 'No-Harassment' as shown in **Exhibit A**, is effective as of February 11, 2020.

Adopted by the City Council of the City of Harrisburg, Oregon on Feb 11, 2020, and made effective the 11th day of February 2020.

Mayor

City Recorder

EXHIBIT A

POLICY NUMBER 105: No-HARASSMENT

It is the policy of the City that all employees will work in an environment that is free from harassment of any kind, including but not limited to sexual assault in the workplace, harassment, or sexual assault outside of the workplace that violates our employees, volunteers and interns' right to work in a harassment-free workplace. Any complaint will be promptly and thoroughly investigated. If it is determined that harassment has occurred, the City of Harrisburg will take action to resolve the situation. If an employee of the City is the offender, this will include appropriate disciplinary action, which may include termination.

HARASSMENT:

The City of Harrisburg prohibits harassment or conduct related to an individual's disability, race, color, national origin, religion, sex, pregnancy, sexual orientation, gender identity, veterans status, military status, age, genetic information, domestic violence victim status, or retaliation for opposing unlawful employment practices, association with members of a protected class, marital status, injured worker status, non-supervisory family relationships, or any other protected class, regardless of whether that harassment is targeted specifically at the employee.

Each member of management is responsible for creating an atmosphere free of discrimination, harassment and sexual assault. Further, all employees are responsible for respecting the rights of other employees and to refrain from engaging in conduct prohibited by this policy, regardless of the circumstances, and regardless of whether others participate in the conduct or did not appear to be offended. All employees are encouraged to discuss this policy with their immediate supervisor, any member of the management team, or with HR, at any time if they have questions relating to the issues of discrimination or harassment. If the issue hasn't been adequately addressed using the normal chain of command, then employees can report his/her concerns to the Mayor of Harrisburg.

This policy applies to and prohibits sexual or other forms of harassment that occur during working hours, during Harrisburg-related or sponsored trips (such as conferences, or work-related travel), and during non-working hours when that off-duty conduct creates an unlawful hostile work environment for any of Harrisburg's employees. **Such harassment is prohibited whether committed by Harrisburg employees or by non-employees (including elected officials, members of the community, volunteers, interns and vendors).**

Behavior such as telling ethnic jokes, making religious slurs, using offensive "slang" or other derogatory terms denoting a person's speech, accent or disability, are examples of prohibited conduct and will not be tolerated at the City of Harrisburg.

SEXUAL HARASSMENT:

Sexual harassment can include, but is not limited to, unwelcome sexual advances, requests for sexual favors, physical touching, and other verbal or non-verbal communication or physical conduct of a sexual nature where;

1. Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment;
2. Submission or rejection of such conduct by an individual influences any employment-related decisions affecting the individual; or

3. The conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Some examples of conduct that could give rise to sexual harassment are unwanted sexual advances; demands for sexual favors in exchange for favorable treatment or continued employment; sexual jokes; flirtations; advances or propositions; verbal abuse of a sexual nature; comments about an individual's body, sexual prowess, or deficiency; talking about your sex life or asking others questions about theirs; leering or whistling; unwelcome touching or assault; sexually suggestive, insulting or obscene comments or gestures; displays of sexually suggestive objects or pictures; making derogatory remarks about individuals who are gay, lesbian, bisexual or transgender; or discriminatory treatment based on sex.

This is not a complete list.

Other Forms of Prohibited Harassment

Such harassment may include verbal, written or physical conduct that denigrates, makes fun of, or shows hostility towards an individual because of that individual's protected class or protected activity, and can include:

- Jokes, pictures (including drawings), epithets, or slurs;
- Negative stereotyping;
- Displaying racist symbols anywhere on Harrisburg property;
- "Teasing" or mimicking the characteristics of someone with a physical or mental disability;
- Criticizing or making fun of another person's religious beliefs, or "pushing" your religious beliefs on someone who doesn't have them;
- Threatening, intimidating, or hostile acts that relate to a protected class or protected activity; or
- Written or graphic material that denigrates or shows hostility or aversion toward an individual or group because of the protected status.

This is not a complete list. All employees are expected to exercise common sense and refrain from other similar kinds of conduct.

EMPLOYEE RIGHTS & COMPLAINT PROCEDURE:

1. Employees, volunteers or interns who feel they have been subjected to a sexual assault, any harassment, or discrimination in violation of this policy, who have witnessed such behavior or who have credible information about such behavior occurring, are expected to bring the matter to the attention of HR, the City Administrator, or a supervisor or member of management as soon as possible.
2. Employees are strongly encouraged to document the information or incident in any written or electronic form, or with a voice mail message (or phone call).
3. An employee who experiences or witness's harassment is encouraged, but not required, to politely, but firmly, tell the person harassing them that their behavior is offensive and unwanted, and he/she wants it to stop.

4. Employees may also file a discrimination grievance using the City grievance process found in this Employee Manual.

INVESTIGATION AND CONFIDENTIALITY

All complaints and reports will be promptly and impartially investigated and will be kept confidential to the extent possible, consistent with Harrisburg's need to investigate the complaint and address the situation. If conduct in violation of this policy is found to have occurred, Harrisburg will take prompt and appropriate corrective action, and any employee found to have violated this policy will be subject to disciplinary action, up to and including termination of employment.

Employees who have been subjected to harassment, sexual assault or discrimination are encouraged to use Harrisburg's complaint reporting procedure, described above, and elsewhere in the employee manual, to ensure a timely, thorough investigation and handling of the situation. Employees may, however, seek redress from the Oregon Bureau of Labor and Industries (BOLI) pursuant to ORS 659A.820 to 659A.865, or in a court under any available law, whether criminal or civil.

All employees are required to co-operate fully and confidentially with all HR based or related investigations. This includes answering questions fully and truthfully. 'Stonewalling', half-truths, and deceptions of any kind during an HR based investigation is prohibited. Failure to co-operate with a City based HR investigation could result in disciplinary action(s) up to and including termination.

Although the City of Harrisburg cannot provide employees with legal advice, employees should be aware of the statute of limitations applicable to harassment or discrimination claims under ORS 659A.030, 659A.082 or 659A.121 (five years). Further, before an employee can take any legal action against the City of Harrisburg, the employee must provide written notice of the claim within 180 days of the act or omission the employee claims have caused him/her harm. When an employee can prove harm as a result of unlawful harassment or discrimination in an administrative proceeding or in court, remedies available to the employee include enforcement of a right, imposition of a penalty, or issuance of an order to the employee's employer (in limited circumstances).

POLICY AGAINST RETALIATION:

The City of Harrisburg prohibits retaliation in any way against an employee because the employee has made a good-faith complaint pursuant to this policy or the law, has reported (in good faith) sexual assault, harassing or discriminatory conduct or has participated in an investigation of such conduct. Employees who believe they have been discriminated against or harassed, or witness or suspect any violation of our policies, should report the matter immediately to any member of management, or to the City Administrator, or to HR. If the complaint is regarding an alleged violation of these policies by management staff, then you may take the matter directly to the City Administrator, HR or their designee. The City of Harrisburg will not retaliate against you for filing a complaint or cooperating in an investigation, and will not tolerate or permit retaliation by management, employees, or co-workers. Any employee who is found to have retaliated against another employee in violation of this policy will be subject to disciplinary action up to and including termination of employment.

The City of Harrisburg will not tolerate unlawful retaliation against employees for engaging in protected activity. Federal Laws such as Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, The American with Disabilities' Act, and Oregon Revised Statutes 659A, all prohibit an employer from retaliating against an employee engaged in a protected activity.

OTHER RESOURCES AVAILABLE TO EMPLOYEES

Harrisburg provides an Employee Assistance Program (EAP) through Cascade Centers to employees and dependents who are enrolled in Harrisburg's medical coverage. For access to confidential help 24 hours a day, seven days a week, call toll-free: 1-800-433-2320, or go online to www.cascadecenters.com. The EAP program provides confidential counseling services and educational tools such as resources relating to eldercare, childcare, legal consultation, financial coaching, identity theft, and others.

Harrisburg cannot provide legal resources to its employees or referrals to specific attorneys. Employees may contact the Oregon State Bar for more information: <https://www.osbar.org/public/>.

OTHER EMPLOYEE RIGHTS

Nothing in this policy is intended to diminish or discourage an employee who has experienced workplace harassment or discrimination, or sexual assault, from talking about or disclosing his/her experience.

The City of Harrisburg is committed to creating and maintaining a workplace free of sexual assault, harassment, discrimination, and retaliation and it has confidence in the process it has developed for addressing good-faith complaints. However, Oregon law requires the City of Harrisburg must inform employees that if they have been aggrieved by workplace harassment, discrimination or sexual assault and want to enter into an agreement with the City of Harrisburg regarding his/her experience and/or employment status, that the employee should contact HR or the City Administrator. The employee's request to enter into such an agreement must be in writing (email or text is acceptable).

Requests of this nature will be considered on a case-by-case basis; such agreements are not appropriate for every situation. If the City of Harrisburg and employee do reach an agreement, the City of Harrisburg will not require an employee to enter into a nondisclosure agreement (which would prohibit the employee from discussing or communicating about his/her experiences in the workplace or the terms of the agreement) or a non-disparagement agreement (which would prohibit the employee from speaking slightly about the City of Harrisburg or making comments that would lower the City of Harrisburg in rank or reputation). If, however, the employee makes a request for an agreement under this paragraph, nondisclosure and non-disparagement are terms that the City of Harrisburg and the employee may agree to. The employee will have seven days to revoke the agreement after signing it.

REPORTING IMPROPER OR UNLAWFUL CONDUCT — NO RETALIATION

Employees may report reasonable concerns about Harrisburg's compliance with any law, regulation or policy, using one of the methods identified in this policy. The City of Harrisburg will not retaliate against employees who disclose information as stated in Policy No. 103.

NO-BULLYING POLICY

The City of Harrisburg strives to promote a positive, professional work environment free of physical or verbal harassment, “bullying,” or discriminatory conduct of any kind. Harrisburg, therefore, prohibits employees from bullying one another or engaging in any conduct that is disrespectful, insubordinate, or that creates a hostile work environment for another employee for any reason. For purposes of this policy, “bullying” refers to repeated, unreasonable actions of individuals (or a group) directed towards an individual or a group of employees, which is intended to intimidate and that creates a risk to the health and safety of the employee(s). Examples of bullying include:

1. Verbal Bullying: Slandering, ridiculing, threatening or maligning a person or his/her family; persistent name calling that is hurtful, insulting or humiliating; using a person as butt of jokes; abusive and offensive remarks.
2. Physical Bullying: Pushing; shoving; kicking; poking; tripping; assault, or threat of physical assault; damage to a person’s work area or property.
3. Gesture Bullying: Non-verbal threatening gestures, glances that can convey threatening messages.
4. Exclusion Bullying: Socially or physically excluding or disregarding a person in work-related activities. In some cases, failing to be cooperative and working well with co-workers may be viewed as bullying.
5. Cyber Bullying: Bullying that takes place using electronic technology, which includes devices and equipment such as cell phones, computers, and tablets as well as communication tools including social media sites, text messages, chat, and websites. Examples of cyberbullying include transmitting or showing mean-spirited text messages, emails, embarrassing pictures, videos or graphics, rumors sent by email or posted on social networking sites, or creating fake profiles on websites for co-workers, managers or supervisors or elected officials.

This is not a complete list.

Employees who have experienced bullying in violation of this policy, who has witnessed an incident of bullying, or who have credible information about an incident, are expected and should bring the matter to the attention of their supervisor or a member of management as soon as possible. If conduct in violation of this policy is found to have occurred the City of Harrisburg will take prompt, appropriate action, and any employee found to have violated this policy will be subject to disciplinary action, up to and including termination of employment.

[Policy No. 105 Amended by Resolution No. 1120, Adopted by the City Council on November 10, 2015] [Policy No. 105 Amended by Resolution No. 1150, Adopted by the City Council on December 21, 2016] [Policy No. 105 Amended by Resolution No. 1226]

POLICY NUMBER 105: HARASSMENT

It is the policy of the City that all employees will work in an environment that is free from harassment of any employee by another employee or supervisor. Any complaint will be promptly and thoroughly investigated. If it is determined that harassment has occurred, the City will take action to resolve the situation. If an employee of the City is the offender, this will include appropriate disciplinary action, which may include termination.

HARASSMENT:

The City of Harrisburg prohibits harassment based on disability, race, color, national origin, religion, sex, sexual orientation, veterans status, military status, retaliation for opposing unlawful employment practices, association with members of a protected class, marital status, injured worker status, non-supervisory family relationships, or any other protected class, regardless of whether that harassment is targeted specifically at the employee.

Behavior such as telling ethnic jokes, making religious slurs, using offensive “slang” or other derogatory terms denoting a person’s speech, accent or disability, are examples of prohibited conduct and will not be tolerated at the City of Harrisburg.

SEXUAL HARASSMENT:

Sexual harassment can include, but is not limited to, unwelcome sexual advances, requests for sexual favors, physical touching, and other verbal or non-verbal communication or physical conduct of a sexual nature where;

1. Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual’s employment;
2. Submission or rejection of such conduct by an individual influences any employment-related decisions affecting the individual; or
3. The conduct has the purpose or effect of interfering with an individual’s work performance or creating an intimidating, hostile or offensive work environment.

Harassment and Sexual Harassment may be verbal, visual, or physical in nature. It includes the granting or withholding of benefits (e.g. pay, promotions, time off) in response to the sexual conduct. More subtle forms of prohibited behavior, such as offensive posters, cartoons, caricatures, comments and jokes, language or innuendoes, hugging, or kissing may also constitute sexual harassment when they create or contribute to a hostile or offensive work environment.

EMPLOYEE RIGHTS:

1. Employees who feel they have been subjected to harassment are encouraged to politely, but firmly, confront the person harassing them and ask the person to stop.
2. If the harassment continues, or if the employee believes some employment consequence may result from the confrontation, or if they are not comfortable confronting the person

harassing them, they should go to their immediate supervisor, the City Administrator, or their designee.

3. Employees may also file a discrimination grievance using the City grievance process found in this Employee Manual.

RETALIATION:

If you believe you have been discriminated against or harassed, or if you witness or suspect any violation of our policies, you should report the matter immediately to any member of management, or to the City Administrator, or their designee. If the complaint is in regard to an alleged violation of these policies by management staff, then you may take the matter directly to the City Administrator or their designee. The City of Harrisburg will not retaliate against you for filing a complaint or cooperating in an investigation, and will not tolerate or permit retaliation by management, employees, or co-workers.

The City of Harrisburg will not tolerate unlawful retaliation against employees for engaging in protected activity. Federal Laws such as Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, The American with Disabilities' Act, and Oregon Revised Statutes 659A, all prohibit an employer from retaliating against an employee engaged in a protected activity.

A protected activity is defined as: opposing an unlawful practice prohibited by employment discrimination laws, or participating in any way in an investigation, proceeding, or hearing of an Equal Employment Opportunity charge, or an activity that an employee reasonably believes is a violation of any federal, state or local law, rules or regulations by the City of Harrisburg. (See Policy No. 103 for further detail).

Any act of retaliation by a manager and/or coworker may result in serious adverse disciplinary action up to and including termination. Any staff member may file a complaint with the City Administrator, or their designee, if he/she feels that they have experienced retaliation in any form.

[Policy No. 105 Amended by Resolution No. 1120, Adopted by the City Council on November 10, 2015]{Policy No. 105 Further Amended by Resolution No. 1150, Adopted by the City Council on December 21, 2016]

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: City Council Minutes for November 12, 2019

Exhibit B: Payment Approval Report for January 2020

Exhibit C: Planning Commission Minutes for November 19, 2019

ACTION: Motion to approve the consent List

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

1. The City Council Minutes for the November 12, 2019 Business Meeting.
2. The payment approval report for January 2020

THIS AGENDA BILL IS DESTINED FOR: Consent Agenda

STAFF RECOMMENDATION:

Staff recommends the City Council approve the consent list.

BACKGROUND INFORMATION:

Construction Permits:

January: Submitted: 6

Issued: 8

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

2019 YTD (Final) Valuation: \$ 5,591,871.56

2020 YTD: None - \$494,529 pending likely in February!

Business Licenses Issued: 3 Home Occupations

- Matthew Montrose d.b.a. Montrose Biology LLC @ 850 Spurlock St.

- Jessica Meyer d.b.a. Harrisburg Montessori Daycare @ 275 S. 4th St.
- Kyle Fisher d.b.a. Bones Rifle Works @ xxx Territorial St. (Final approval contingent upon ATF Licensing.)

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

Library Board: Chairperson; Cassandra Barney

The Library Board meets on every other month basis.

The minutes from January 9, 2020, are not yet available.

Next Scheduled Meeting: March 12, 2020

Personnel Committee: Chairperson; Kimberly Downey

The Personnel Committee met in Executive Session and regular session on November 20, 2019. The public minutes are not yet available.

The Personnel Committee also met on January 20, 2020. Those minutes are not yet available.

Next Scheduled Meeting: TBA

Planning Commission: Chairperson; Todd Culver

The Planning Commission met on November 19, 2019. Those minutes are attached.

The Planning Commission didn't meet in December, or January.

Next Scheduled Meeting: February 18, 2020

MOTION (If necessary):

REVIEW AND APPROVAL:



02.06.20

Michele Eldridge

Date

CR/Asst. City Administrator



Harrisburg City Council Business Meeting Minutes November 12, 2019

The Harrisburg City Council met on this date in a regular business meeting. Presiding was Mayor Robert Duncan. Also present were Councilors Mike Caughey, Kimberly Downey, Robert Boese, Adam Keaton, and Charlotte Thomas. Absent was Randy Klemm and Youth Advisor Quinton Sheridan. Staff members present were Interim City Administrator John Hitt, City Recorder/Asst. City Administrator Michele Eldridge, and Public Works Director Chuck Scholz.

Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

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

A DISCUSSION WITH THE LINN COUNTY SHERIFF'S OFFICE (LCSO).

Lieutenant Michelle Duncan was present representing LCSO and reviewed the report for the month of October. (Please see Addendum No. 1) She noted that there were a few notable things they responded to, in relation to domestic disturbances and assaults. They had a bit of controversy in relation to one crash at LaSalle and 3rd St.

- Thomas asked which day, and when Lieutenant Duncan told her it was the 7th, Thomas noted that her daughter was in that wreck. She was concerned that it took over 45 minutes for anyone to respond. They kept calling dispatch, who didn't want us to leave the scene, but they ended up spending an hour outside at 5:45 on a Monday morning, which is not a busy time. Is that typical for a response?
- Lieutenant Duncan said that none of our contract cities call for 24-hour coverage. The time of the crash was right around the time of their normal shift change. Sometimes that will cause a problem. She said that she would look into it and try to determine why it took so long.
- Thomas said that as a parent, it concerns her that it took so long, and her daughter had to wait in the dark so long.
- Lieutenant Duncan said that they have 7 to 8 deputies assigned to the entire county; there is no guarantee that there would be someone in town. She noted their northeastern point farthest from Harrisburg is Mill City. Those drives can be 45 minutes to one hour.
- Downey noted that when she took the Citizens Academy, that they told her that calls were categorized by severity. If they had any other injury accident, it would have come in front of their non-injury accident.
- Thomas thought of that, but they asked them to wait for an hour, in the dark and cold.

November 12, 2019

- Lieutenant Duncan promised she would look into it; she doesn't want to make assumptions for what actually happened. She's seen priority calls pull away a deputy on their way to another call, because it took precedence. She is happy to look into it for you. It could literally be the shift change that caused the issue. She reviewed the remainder of the CAD (detail) report. Otherwise, it was a good month.
- Council thanked her for being there.

THE MATTER OF APPROVING RESOLUTION NO. 1222 WHICH WILL ALLOW A FEE INCREASE OF 2.4% EFFECTIVE JAN 1, 2020, AND COMMITS REPUBLIC SERVICES TO PAYING THE CITY A FRANCHISE FEE OF 7% LEVIED ON GROSS COLLECTION REVENUES REALIZED BY REPUBLIC WITHIN HARRISBURG CITY LIMITS.

Staff Report: Hitt reviewed the proposed resolution, and that it would be effective on Jan 1, 2020. Included in the resolution is that they will be increasing the City franchise fee from 6% to 7%. Since the last session, he had reviewed some rates. Our current rates are about 7% below average on residential rates. The total rate schedule is fairly complex. He's not sure why trash companies always do that. There is nothing problematic or concerning on their request.

Thomas asked if the franchise fee they are paying is their idea, or if it's in the contract. Hitt told her it was their idea. Thomas asked why? Is it just them being more generous? Last year, the increase request was huge; over 5%. Mayor Duncan said that it was based on their gross revenue projections. Hitt noted his opinion is that it's to compensate with the increase that they asked for last year.

- Caughey **motioned to approve Resolution No. 1222, "A RESOLUTION APPROVING A 2.4% RATE INCREASE FOR SOLID WASTE MANAGEMENT SERVICES PROVIDED BY REPUBLIC SERVICES AND ESTABLISHING AN EFFECTIVE DATE."** He was **seconded** by Downey.
- Keaton asked if the 7% needed to be in the resolution?
- Hitt told him it was in the resolution, just not in the title.
- **The City Council then voted unanimously to approve Resolution No. 1222, and thereby allowing a rate increase of 2.4% to apply to patrons' rates in 2020.**

THE MATTER OF APPROVING RESOLUTION NO. 1223, AND AMENDING THE CITY OF HARRISBURG STANDARD FEE SCHEDULE AS IT PERTAINS TO LAND USE APPLICATIONS (HMC 18.125.110)

Staff Report: Hitt said that the last time the Land Use fees were amended was in October 2017. Since then, they haven't been changed. Before Latta left, we entered a contract with Branch Engineering, to provide planner services at \$95 an hour, plus expenses. We are finding out now that the actual charges to the City are substantially more than we can recover by the existing fees. One of the options is to absorb those costs by the City. Sometimes a city will opt to do that, if they are trying to encourage more development. He doesn't think that's a good idea in this case. While developers complain about it, they never seem to stop from actually proposing a development. He thought it was similar to SDC's; you rarely see anyone actually change their mind because of those charges. He also provided City Council with a quick comparison to other cities. He thought it odd that Lebanon had such a small fee for a variance, and their site plan is lower than most as well. He thought that probably someone had complained about the fee at some point, and they responded with lower fees. Land use fees should cover the actual costs for the City to do the work related to the land use. We are substantially lower in our fees than some of the other cities in most of the land use actions.

- Caughey said that some of these other cities don't have a planner. Do they charge a set amount?

- Hitt said that there are several ways to charge. Again, you should charge based on staff time preparing the information needed for the land use request. Some cities do allow tiered requests. Those are a standard smaller fee, and then higher tiers if a project takes up more staff time than initially thought. Probably though, the majority of the cities he's seen use a fixed fee.
- Downey had concerns about these types of fees. The increase of fee for a variance she felt was out of line. Most variances are obtained by the average homeowner. It's generally not a developer. That increase for them is huge. She would be especially concerned if we charge \$1,000 to someone, if it didn't always cost that much. This was her concern when we hired a contract planner. She suggested that the city simply tell Jordan to not accept cold calls, that they have to go through the city first. (Eldridge commented that she had already made that change.) She wondered if we called in a consultant, rather than a contract planner, if it would help to keep other fees down. She doesn't expect city staff to be consultants, but she certainly wouldn't be sure who to call as a regular citizen. She is more a fan of having the increase in fees absorbed by the City. She's especially curious to know why Lebanon lowered their fee so much for a variance. She couldn't believe the fee's that she was seeing for Monroe.
- Hitt said that it could simply be the difference between a minor variance, and a major variance. You could do that yourself, and charge a minor and major fee, and it would be up to staff's discretion to determine which applied.

City Council discussed the issue further and questioned some changes that could be made by staff in taking care of land use requests. Eldridge noted that she could easily charge a patron by additional time in having answers obtained from the contract planner. We used to pass on the engineering fees when it was in direct relation to a subdivision review. Caughey felt that if someone called and we didn't know the answer, that you call the planner, and then get back to them with the answer, rather than the person directly calling the planner. Eldridge remarked that prior to her removing the number from the website, that people were calling him directly without calling the City first. We've made that harder for them. Caughey felt that a tiered fee for variances would be sufficient; we can call one a minor, and the other a major variance. He suggested a \$425 fee, and \$1,000 fee for the major variance request.

- Downey then **motioned to approve Resolution No. 1223, "A RESOLUTION APPROVING AMENDMENTS TO THE CITY FEE SCHEDULE, DIVIDING VARIANCES INTO A MINOR VARIANCE AT \$425, AND A MAJOR VARIANCE, AT \$950.** Caughey **seconded her motion, and the City Council voted unanimously to approve the land use request fees, via Resolution No. 1223, with a minor change to the variance fee structure.**

THE MATTER OF ADOPTING AN IGA BETWEEN VARIOUS MUNICIPAL CORPORATIONS.

Staff Report: Hitt explained the reasons behind why the cities were getting together to create this group and were creating some economic development structures that would only benefit our cities. We are combining our resources to do this, and it is a multi-step process. If you read the IGA, you'll see that we have the history behind why we are doing this, and the opportunities that we have by combining our resources to do this. You'll also see our strategies. He said that training opportunities, like the one coming up at KeyBank, is something that will continue and be expanded. We want to develop an asset database, which can list companies and resources along with site locations for businesses to expand and locate. We are also looking for grant funding to build in some opportunities. We will likely put together a budget in June or July 2020, along with a detailed work plan on how to use the funds we obtain. He expects that there will be a request for additional funds from the cities, which we anticipate being between \$2,500 and \$5,000.

- Mayor Duncan especially liked No.4, to work as an advocate for rural communities. He doesn't know what our legislators are doing, when they don't work together for the greater good. It's nice to get someone on our side.
- Caughey then **motioned to approve the Intergovernmental Agreement between Various Municipal Corporations in the State of Oregon and was seconded by Thomas. The City Council then voted unanimously to approve the IGA that would capitalize on a regional economic development effort between the cities.**

THE MATTER OF REVIEWING A PERMIT FOR THE 2019 LIGHT PARADE.

Staff Report: Eldridge briefly summarized the annual Light Parade Request, noting the theme this year was 'Christmas at Our House'.

City Council briefly discussed the parade, which would follow the same routes it always did, which was slightly different from the 4th of July. They did express a little concern with the fact that it was referred to as a Light Parade, instead of a Christmas Light Parade. Eldridge, who is an Executive Board member of the Tri-County Chamber of Commerce, said that she wasn't certain as to why it was that way. She's been with them for 6 years, and there have been no changes made by the board in relation to the parade. Keaton wondered if it was trying to be politically correct, or if it was just in relation to everyone lighting things up. Thomas said that the theme is Christmas related.

- Thomas **motioned to approve the 2019 Light Parade Permit Application, subject to the conditions of approval as stated. She was seconded by Caughey, and the City Council voted unanimously to approve the 2019 Light Parade Permit Application for the Tri-County Chamber of Commerce Light Parade being held on December 7, 2019.**

THE MATTER OF REVIEWING THE 1ST QUARTER FY 2019-2020 FINANCIAL REPORT DOCUMENT.

Staff Report: Hitt noted that the report was good across the board. He likes that expenditures are below 25% at this time, showing good control. The bulk of our tax collections are in December.

Thomas was relieved that next year, our property taxes should go down slightly, because there are some old school bonds that will come off. Downey didn't realize that was happening; she's on a fixed budget, so that will help. Thomas cautioned that it wouldn't be as low as it was before, but at least it would be lower than it is now. Hitt asked what our tax rate was for the City. Eldridge told him it was \$3.18 but didn't remember the entire percentage breakdown.

- Caughey **motioned to approve the 1st Quarter Financial Report Document and was seconded by Downey. The City Council then voted unanimously to approve the 1st Quarter FY 2019-2020 Financial Report.**

THE MATTER OF APPROVING THE CONSENT LIST

- Downey said that she wasn't changing the consent list, or taking anything off of it, but she was a little concerned about OCWCOG raising their hourly rates so much. She called a company, and asked them what they charge per hour, and was told \$150 an hour. These guys only charge us \$117, so she thought she would share that. It seems the industry standard is about \$150 an hour for commercial businesses.
- Hitt said that he would actually like the Council to pull this off of the consent list, and to not approve it at this time. We need to investigate with the COG what the current contract says, and to determine if we want to continue with the contract with them as our main IT provider, or if we would rather make a change. We need a

much higher level of performance for most of our staff. They aren't responding to us as quickly as we need. He will have the numbers for them in the next month.

- Caughey also had some questions, in relation to c, d, and a as well. He noted that he had already received some answers to questions that he had. He was seeing some extraordinarily high numbers for equipment rental. You can see it on page 93, and on page 102. He asked Scholz what he was renting for that price?
- Scholz told him it was an excavator, plus a skid steer bobcat. That was needed because it's especially narrow and can fit in between the Poplar trees. We had to finish clearing out the 10,000 trees that went down. We finally finished that task this year. Those are the monthly costs for renting that equipment.
- Caughey asked out of curiosity how much a Bobcat costs?
- Scholz knew that it was roughly \$73,000 for a Bobcat, but he wasn't certain about the mini excavator.
- Caughey asked if we should buy instead of renting?
- Scholz told him we have a Bobcat now, and there is a lot of work left. The mini excavator will hopefully not be needed, unless we have a special project come up.
- Hitt told them that we can talk about these separately. Only if Council is satisfied, should you put them back into the consent calendar. If you decide to pull out a report, and the answers aren't satisfactory, then you can carry over a report to the next month.
- Caughey said that he'd like to put exhibits c and d back onto the consent list.
- Downey wanted to verify that exhibit a has been pulled out.
- Hitt confirmed that for her.
- Caughey then **motioned to approve the consent list, with the exception of Exhibit No. A. He was seconded** by Downey, and the **City Council unanimously approved the rest of the Consent List. The adoption of the consent list approved the following items:**
 - **The Approval of the amendment to the IGA for the City Administrator Recruitment with OCWCOG.**
 - **The Payment Approval Reports for September and October 2019.**
 - **The City Council Minutes for August 13 and August 27, 2019.**

CITY ADMINISTRATOR REPORT:

Hitt said that he would start with the Water Bond report, but will have Scholz give the update, which will include information on the sewer line extension, as well as Smith St.

- Scholz started into his report, which is summarized in Addendum No. 2. He noted that they were switching some of the planned phases for water lines depending upon what other projects they were working on. In this case, we weren't planning on constructing the line on LaSalle as soon as we are now. That's due to the SCAG (Small City Allotment Grant) that we received for the work on LaSalle from 6th to 9th Street. We don't want to put in a new water line right after the street is improved. They were also working on 5th Street, because it's very complex, and affects a lot of our systems. He's not sure why it hasn't been done before. There will be lots of other types of projects that will likely be generated due to the water bond projects.
- For the Smith St./HRA Project, he's been really held by Pacific Power & ODOT. Its been very difficult to get through this project with them for numerous reasons. We think we may have Pacific Power on board now and can move forward. In relation to the ADA standards and the RRFB (Randomly Rapid Flashing Beacon) at the intersection of 3rd & Smith St., that many months ago, ODOT had told him that

there wasn't enough room on the corner of the intersection at 3rd and Smith for them to meet ADA standards, and there was roughly a cost of \$80,000 for just that intersection. Because of that, several weeks ago, they told me to take the RRFB from the project and make it a separate one. Scholz was very frustrated with this part of the process, because ODOT wants to take a portion of Subway's property to meet ADA requirements for the corner there. At some point in the past, ODOT has come under fire on ADA standards, and they are now required to upgrade all ADA to current standards on their highways.

- Keaton said that has to be done over the next six years.
- Downey added that was for one little corner! There are corners like that everywhere.
- Scholz added that with every corner we touch on the highway with the projects there, we have to have ADA. The ramps we have on Moore St., even though ODOT approved them, don't meet the new requirements. We'd have to pull them out again. He said the new standards are so strict, that they have to measure them with a six-inch (6") level. If even one of them are off, we have to pull them out.
- Keaton, who serves on the ACT (Area Commission on Transportation), noted that the current price tag for a single corner is somewhere in the range of \$15,000. At the meeting last month, they said that was increasing to \$20,000, due to an additional \$5,000 for engineering. They hope with new experimentation, that maybe they can get the costs down to about \$8,000 per corner. That means our intersection there will cost \$40,000. That's all because of how ridiculously specific the lawsuit was, that got into the specifications, which are then twisted by the court systems. Half of ODOT's budget is now going to their ADA ramps, to get them constructed to those specifications.
- Scholz said that's to federal ADA transportation guidelines. Even a grind and overlay is not considered maintenance anymore. They consider it new, and therefore, it has to undergo bringing ADA elements to current standards.
- Caughey asked if ODOT owns the sidewalks, then why do we have to pay for it?
- Scholz said that because of federal requirements, we are the ones who initiated it. If you initiate it, you get to pay for the work to be done.
- Downey suggested that someone out there could eventually sue ODOT for not allowing the RRFB lights to go in, which caused them to be hit in the crosswalk. Everything is just governed too much anymore.
- Scholz continued with his report and said that it's technically not a sewer line extension on LaSalle, it's a whole new line. That project now has the potential of needing a pump station to be installed, along with a new pressure line, but now he's working on a lower cost alternative to the pump station. He is investigating that and will let them know when he gets more information. As they know, there is still only one sewer line going under the tracks.
- Scholz then shared that we have the 7,500 feet of sewer pressure line going from the main lift station to the treatment facility, which continues to keep breaking. It should have lasted for another 75 to 100 years. We are continuing to replace the pipe that keeps bursting, which requires digging everything up. We are working on it because we need to keep Gheen and others along there from being flooded with raw sewage. He's using up more of his annual sewer maintenance funds on fixing this problem. They are installing new line from the pump station to Hwy 99, which was worked on today; the first 500' of that should be done by Friday. We had two breaks in the older lines. Since he's been here, he has about 9 breaks. That PVC pipe was installed in 1992. It breaks the same way each time, split down the seam.

Every contractor that works with him, says the same thing, that it can't break that way, and insists that the pipe can't do that, but he proves each of them wrong. There was only a one-year warranty on that pipe too, so there is no way around us having to completely replace it. That's a big project. But this one, behind the tracks, is also a big issue, and has to be done. That's why you don't see a lot of work being done. He was also still trying to finish this building too.

- Scholz talked about all the problems we had with this building, but we had the majority of the work done when we had the emergency response teams with Linn and Benton County in. He had brought up in previous meetings what would be the response of the team if a chlorine tanker truck broke on the highway? He suggested our location as being the one to work on that scenario. This year was a tabletop exercise and is the first year of a 3-year process. This year was the tabletop exercise, next year is the functional exercise, and then we will have full scale exercises, where people are playing dead, etc. You probably remember when he held that, because we had so many hazmat trucks in town. They were really scared with the scenario we brought up. That was while Willamette AG was unloading lime slurry, anhydrous ammonia on 4th St. blew a leak, and took out the fire department and both rail lines, while the ammonia was heading straight for the river in the storm water system. So, the fire department would be affected, and we will be challenging what the rail people say they will do; it all resulted in a lot of positive feedback on what we need to do. We had the school here, and Bryan Starr realized that he needed help on their emergency plan too, especially when they realized that the ammonia could get sucked into the school. That simulation will be on September 5th in 2020. They are working on grants with the brown water management agency, on the stormwater side. He also spoke of the EPA, who mandated some risk and resiliency assessments that need to be made under the latest water infrastructure act. As part of that all of our SDS's have to be updated, which we've just completed, along with the Emergency Response plan; so, we are well ahead of that.
- Downey noted that she worried about the sewer line on LaSalle Street, but while Tim was alive, he said it won't happen in your lifetime, and here it is, now a hubbub over it.
- Scholz told her he can see why. That area is so low, and the groundwater is higher there than anywhere else. It's hard to get the infrastructure lines kept underground, and therefore, we have to get the stormwater out of there first.
- Downey said that she has a trench she dug in her driveway to help.
- Scholz told her all your neighbors do, and we have trenches in the road too. He thought we will likely do only one side with sidewalks.
- Downey sort of liked the idea of a one lane street. Downey asked him to just please don't put in any bulbs. She hates those.
- On Moore Street, going onto 2nd street, when trucks were delivering, we had drawn the tire path plans in order to design enough room for trucks to come around that intersection.
- Mayor Duncan also told him that we can't abide skinny streets. We need enough room to roll a combine, or super long motorhome through.
- Scholz wasn't sure yet what he can pull off on 5th Street, but he is in the process of gathering everything together.

November 12, 2019

The City Council talked briefly about how they had to use the water bond money, and Scholz told them that we had to use it over a certain amount of time; he didn't see a problem with doing so. He thought the new timetable was to use 40% of the money by summer of 2023. It's coming.

- Coburg/Harrisburg IGA Status: Hitt told the Council that it will likely come in front of them in December, or January. It's potentially starting in February.
- Status of LCSO Contract: Hitt informed the Council that we don't have a final proposal from the Sheriff's office yet. He hopes to bring it in front of them in December.
- Downey asked what was going in with the other cities.
- Hitt told her that Lyon's pulled out entirely, but they had such a low hour total to start. Mill City still holds a contract, but not as part of our consortium; he wasn't sure why as she attended several meetings.
- Caughey didn't know why either. They opted out entirely the first time we did this; he's not sure why their Council doesn't want to join.
- Strategic Plan: Hitt said that will be on the schedule for the December meeting, to start the discussion. You will be provided with the current strategic plan so that you can familiarize yourself with the topics.
- Miscellaneous: Hitt noted that Marty Wilde will be here this Thursday, in a town hall at the Municipal Center. It was a nice opportunity for Council and citizens to have his ear.
- Both Downey and Caughey liked him and had met him previously.
- Keaton added that he held a town hall here, plus one in Brownsville, and another in Albany or Salem.

OTHER ITEMS

- Eldridge reminded Council that we have a Social Media class being taught by our RAIN group in KeyBank. Everyone was welcome to attend. She also reminded everyone that she would be putting up Christmas lights in Riverfront Park at 9:30 on Saturday morning, and invited everyone to join her. She promised lots of hot coffee.
- Scholz added that they would be installing the lights on the streets the week ahead of Thanksgiving.
- Caughey asked how many had applied for the recruitment so far?
- Hitt told him 5 had already applied.

With no further business to discuss, the City Council adjourned at the hour of 8:47pm.

Mayor

City Recorder



LINN COUNTY SHERIFF'S OFFICE

Jim Yon, Sheriff

1115 S.E. Jackson Street, Albany, OR 97322

Albany, OR. 97322

Phone: 541-967-3950

www.linnsheriff.org

2019

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

FOR THE MONTH OF:

October

TRAFFIC CITATIONS: _____	21
TRAFFIC WARNINGS: _____	14
TRAFFIC CRASHES: _____	2
ADULTS CITED/VIOLATIONS: _____	0
ADULTS ARRESTED: _____	3
JUVENILES CITED/VIOLATIONS: _____	0
JUVENILES ARRESTED: _____	0
COMPLAINTS/INCIDENTS INVESTIGATED: _____	129
TRAFFIC HOURS: _____	18.5
ADMINISTRATION HOURS: _____	9
TOTAL HOURS SPENT:	HARRISBURG 275.5

CONTRACT HOURS= 275 HOURS

**Jim Yon,
Sheriff, Linn County**

By: Sergeant Greg Klein



MONTHLY BULLETIN OF DISPATCHED
CALLS AND CASES
FOR CONTRACT CITIES

Addendum No. 1

This Report Encompasses: 10/ 1/19 to 10/31/19

Total Incidents This Month: **129**

Incident Information:	Description
CAD# 2019140172 TIME: 10/1/2019 8:30:14PM CASE# CAD Only HBRG CAD CALL COMPLETE	TRAFFIC COMPLAINT Reported at Block of 900 S 6TH ST HBRG Caller reported a male yelling at cars. I contacted the male and he said he was yelling at the cars to slow down.
CAD# 2019140177 TIME: 10/1/2019 8:45:47PM CASE# CAD Only HBRG CITE MOVING VIOLATION	TRAFFIC STOP Reported at Block of 500 LASALLE ST HBRG Citation issued to driver for failure to obey traffic control device . Rolled through stop sign.
CAD# 2019140194 TIME: 10/1/2019 9:33:21PM CASE# CAD Only HBRG CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 600 SMITH ST HBRG Male playing basketball after hours. He left without any issues.
CAD# 2019140760 TIME: 10/2/2019 5:47:30PM CASE# CAD Only HBRG	ATL POSS DUI Reported at Block of 300 LASALLE ST HBRG No Public Narrative. <i>Female urinated infront of the sign at this location. Then got back in the car and drove away</i>
CAD# 2019140868 TIME: 10/2/2019 10:07:00PM CASE# 1903987 HBRG REPORT TAKEN	Report Filed. HARASSMENT PHYSICAL CONTACT/SIMPLE ASSAULT Reported At Block Of 800 UMPQUA ST Occurred between 2207 hours on 10/2/2019 and 2207 hours on Deputy responded to domestic incident. The incident is still under investigation.

Incident Information:

Description

Addendum No. 1

CAD# 2019140942
TIME: 10/3/2019 3:45:07AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 600 ERICA PL HBRG

Deputy responded to suspicious vehicle call.

CAD# 2019141382
TIME: 10/3/2019 8:29:27PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 800 S 8TH ST HBRG

Caller responded to area check for ding dong ditchers.

Drove the area and did not locate anyone on foot or any suspicious vehicles. Drove surrounding streets and did not observe any suspicious persons

CAD# 2019141403
TIME: 10/3/2019 9:25:31PM
CASE# CAD Only
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

No Public Narrative.

CAD# 2019141447
TIME: 10/3/2019 11:37:53PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 900 S 6TH ST HBRG

Deputy checked the area on 911 hang up call. Nothing suspicious or emergent observed.

CAD# 2019141585
TIME: 10/4/2019 9:38:11AM
CASE# CAD Only
HBRG
WARNING ISSUED

DOG COMPLAINT Reported at Block of 400 N 6TH ST HBRG

issued written warning to dog owner for nuisance barking and FTL. The warning has been placed in the mail after phone contact was made

CAD# 2019141644
TIME: 10/4/2019 11:24:12AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 400 N 6TH ST HBRG

No Public Narrative.

*no one was home so I left a card for contact
the dog described is a 6 year old German Shepherd standard coloring, in training as a service dog.
A dog at this residence is reported to have been involved in biting a person. Animal control will f-up on this incident.*

Incident Information:

Description

Addendum No. 1

CAD# 2019141783
TIME: 10/4/2019 2:27:04PM
CASE# 1904017
HBRG
REPORT TAKEN

Report Filed. ASSAULT 4 - MIS Reported At Block Of 200 S 1ST ST Occurred between 1427 hours on 10/4/2019 and 1427 hours on 10/4/2019 . Reported: 10/4/2019 Officer

No Public Narrative.

Thirty-five year old, James Weiland, of Harrisburg, was arrested for assaulting an Adult Foster Care worker.

CAD# 2019142324
TIME: 10/5/2019 12:48:59PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 100 N 1ST ST HBRG

Unable to locate described vehicle.

CAD# 2019142555
TIME: 10/5/2019 8:39:10PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 400 S 1ST ST HBRG

Vehicle parked on wrong side of street. They were told to move along.

CAD# 2019142646
TIME: 10/5/2019 11:29:44PM
CASE# 1904035
HBRG
REPORT TAKEN

Report Filed. HARASSMENT PHYSICAL CONTACT/SIMPLE ASSAULT Reported At Block Of 800 SOMMERVILLE LOOP Occurred between 2315 hours on 10/5/2019 and 2329 hours

Deputies responded to reports of a domestic disturbance in Harrisburg. Involved were two males and two females. Both males were transported to Linn County Jail, where they were booked and cited. *ROBINS, TYLER JOHNATHON age 24 and HILL, PATRICK GENE age 32*

CAD# 2019142651
TIME: 10/5/2019 11:43:48PM
CASE# CAD Only
HBRG

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

No Public Narrative.

CAD# 2019142843
TIME: 10/6/2019 12:58:17PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 700 GAILEEN WAY HBRG

Report of dogs running loose. unable to locate them.

Incident Information:

Description

Addendum No. 1

CAD# 2019142919
TIME: 10/6/2019 3:37:24PM
CASE# CAD Only
HBRG
WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 700 SOMMERVILLE LOOP HBRG

male operator warned for a moving violation.

CAD# 2019143087
TIME: 10/6/2019 9:44:44PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

NOISE DISTURBANCE Reported at Block of 1000 APPLGATE PL HBRG

Caller reported barking dogs. Parked in the area and did not hear any dogs barking.

CAD# 2019143194
TIME: 10/7/2019 5:58:32AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

MVC NON INJURY Reported at Block of 600 S 3RD ST/LASALLE ST HBRG

Non injury motor vehicle crash. Drivers exchanged info and vehicle's were removed.

CAD# 2019143232
TIME: 10/7/2019 8:20:48AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

HIT AND RUN Reported at Block of 600 SMITH ST HBRG

Hit & Run Vehicle. Deputy took report of a cold hit and run in a parking lot. Victim provided CAD number for insurance purposes.

CAD# 2019143452
TIME: 10/7/2019 2:40:53PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 400 S 9TH ST HBRG

No Public Narrative.

CAD# 2019143521
TIME: 10/7/2019 4:17:57PM
CASE# CAD Only
HBRG
CALL TRANSFERRED TO OTI

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

No Public Narrative.

OTHER AGENCY

Incident Information:

Description

Addendum No. 1

CAD# 2019143524
TIME: 10/7/2019 4:19:03PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

MVC NON INJURY Reported at Block of 100 N 1ST ST HBRG

Deputy spoke to caller regarding insurance exchange due to a motor vehicle crash.

CAD# 2019143645
TIME: 10/7/2019 7:41:12PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 800 UMPQUA ST HBRG

Deputy responded to suspicious circumstance call.

CAD# 2019143794
TIME: 10/8/2019 3:28:35AM
CASE# CAD Only
HBRG

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

No Public Narrative.

CAD# 2019143805
TIME: 10/8/2019 4:12:27AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

UUMV Reported at Block of 1000 S 6TH ST HBRG

Family member stole car. Victim refused to press charges. NFA

CAD# 2019143836
TIME: 10/8/2019 7:53:50AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

INFORMATION ONLY REPORT Reported at Block of 200 S 6TH ST HBRG

Deputy spoke with school staff regarding an inappropriate post on social media.

CAD# 2019143875
TIME: 10/8/2019 9:08:56AM
CASE# CAD Only
HBRG
CITE MOVING VIOLATION

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

Conducted traffic stop and driver cited for driving uninsured.

Incident Information:

Description

Addendum No. 1

CAD# 2019144175
TIME: 10/8/2019 5:03:48PM
CASE# CAD Only
HBRG

FOUND DOG Reported at Block of 100 N 9TH ST/SMITH ST HBRG

No Public Narrative.

CAD# 2019144208
TIME: 10/8/2019 5:53:28PM
CASE# CAD Only
HBRG

CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 800 S 8TH PL HBRG

Deputy responded to juvenile complaint. On going issue with juvenile son disobeying mother when it is her custody time.

CAD# 2019144473
TIME: 10/9/2019 7:42:59AM
CASE# CAD Only
HBRG

CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 200 SMITH ST HBRG

Alarm at business. Nothing unusual to report at this time.

CAD# 2019144653
TIME: 10/9/2019 12:15:35PM
CASE# CAD Only
HBRG

CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 1000 S 6TH ST HBRG

Subject advised of an incident on Saturday in the county. Subjects welfare is fine

CAD# 2019144693
TIME: 10/9/2019 1:16:17PM
CASE# CAD Only
HBRG

CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 100 N 4TH ST/SMITH ST HBRG

Report of loose dog, no one has seen the dog and UTL.

CAD# 2019144769
TIME: 10/9/2019 3:03:42PM
CASE# CAD Only
HBRG

CAD CALL COMPLETE

DOMESTIC DISTURBANCE Reported at Block of 1000 S 6TH ST HBRG

I contacted both parties in the domestic and found it was verbal only. NFA

Incident Information:

Description

Addendum No. 1

CAD# 2019144824
TIME: 10/9/2019 4:35:10PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

HARASSMENT Reported at Block of 800 S 9TH ST HBRG

No Public Narrative.

Alcohol involved argument pushing and shoving . No harassment

CAD# 2019144987
TIME: 10/9/2019 9:42:19PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 600 SMITH ST HBRG

Alarm.

CAD# 2019145193
TIME: 10/10/2019 9:51:24AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

DOMESTIC DISTURBANCE Reported at Block of 700 BURTON ST HBRG

Significant other took vehicle. Civil issue at this time.

CAD# 2019145200
TIME: 10/10/2019 10:05:28AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

THEFT Reported at Block of 300 N 3RD ST HBRG

Suspect returned and paid for the beer. Suspect is no longer welcome at the establishment.

CAD# 2019145285
TIME: 10/10/2019 11:57:55AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 200 S 4TH ST HBRG

No Public Narrative.

CAD# 2019145442
TIME: 10/10/2019 3:58:19PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

TRAFFIC COMPLAINT Reported at Block of 600 SMITH ST/N 7TH ST HBRG

Caller reporting unsafe driving at the school. Driver identified and warned.

Incident Information:

Description

Addendum No. 1

CAD# 2019145572
TIME: 10/10/2019 7:49:23PM
CASE# CAD Only
HBRG
UTL GOA

TRAFFIC COMPLAINT Reported at Block of 200 CLAY CT HBRG

Caller reported a suspicious car speeding through the area. I checked and did not find the car

CAD# 2019145968
TIME: 10/11/2019 2:01:31PM
CASE# 1904099
HBRG
REPORT TAKEN

REPORT PENDING. Original Call Type: DISTURBANCE Reported At Block Of 100 S 3RD ST Occurred between 1401 hours on 10/11/2019 and 1401 hours on 10/11/2019. Reported:

Caller reported a domestic disturbance.

CAD# 2019145981
TIME: 10/11/2019 2:16:50PM
CASE# 1904097
HBRG
REPORT TAKEN

Report Filed. THEFT 2 - OTHER Reported At Block Of 800 S 8TH PL Occurred between 1415 hours on 10/11/2019 and 1416 hours on 10/11/2019. Reported: 10/11/2019 Officer

Theft. \$385 in batteries from RV. Investigation continuing.

CAD# 2019145983
TIME: 10/11/2019 2:18:17PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 800 S 8TH ST HBRG

Report of a dog in custody to be picked up. Upon arrival I was told dog was returned to owner prior to my arrival.

CAD# 2019146000
TIME: 10/11/2019 2:50:48PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 200 SCHOOLING ST HBRG

Suspicious male. Deputy located male and explained privacy laws to him.

CAD# 2019146045
TIME: 10/11/2019 4:18:00PM
CASE# CAD Only
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 300 N 3RD ST HBRG

Incident Information:

Description

Addendum No. 1

CAD# 2019146194
TIME: 10/11/2019 9:08:32PM
CASE# CAD Only
HBRG
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 100 N 3RD ST/MONROE ST HBRG

Operator warned for speed on Peoria Rd while coming into Harrisburg.

CAD# 2019146440
TIME: 10/12/2019 10:23:52AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 900 TERRITORIAL ST HBRG

Caller requested we check on a house that has had their garage door open for 2 days. The garage door is broken.

CAD# 2019146476
TIME: 10/12/2019 11:35:23AM
CASE# CAD Only
HBRG
CITE CELLPHONE VIOLATION

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

Driver issued a citation for using his cell phone while driving.

CAD# 2019146572
TIME: 10/12/2019 2:43:58PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPECT FOLLOW UP Reported at Block of 200 SMITH ST HBRG

Deputy attempted to located a suspect from a domestic disturbance. The suspect was not at the location.

CAD# 2019146589
TIME: 10/12/2019 3:27:23PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPECT FOLLOW UP Reported at Block of 500 SMITH ST HBRG

Deputy attempted follow up on open case.

CAD# 2019146602
TIME: 10/12/2019 3:38:33PM
CASE# CAD Only
HBRG

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

No Public Narrative.

Incident Information:

Description

Addendum No. 1

CAD# 2019146632
TIME: 10/12/2019 4:11:21PM
CASE# CAD Only
HBRG

911 HANG UP CALL Reported at Block of 400 S 2ND ST HBRG

No Public Narrative.

CAD# 2019146986
TIME: 10/13/2019 8:43:36AM
CASE# CAD Only
HBRG
CITE CELLPHONE VIOLATION

TRAFFIC STOP Reported at Block of 300 KESLING ST HBRG

Driver issued a citation for using her cell phone while driving.

CAD# 2019146990
TIME: 10/13/2019 8:53:12AM
CASE# CAD Only
HBRG
CITE CELLPHONE VIOLATION

TRAFFIC STOP Reported at Block of 100 N 3RD ST/SMITH ST HBRG

Driver issued a citation for using her cell phone while driving.

CAD# 2019146996
TIME: 10/13/2019 9:07:18AM
CASE# CAD Only
HBRG
CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 100 N 3RD ST HBRG

Driver issued citation for driving uninsured.

CAD# 2019147007
TIME: 10/13/2019 9:32:13AM
CASE# CAD Only
HBRG
CITE CELLPHONE VIOLATION

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

Driver issued a citation for using her cell phone while driving.

CAD# 2019147019
TIME: 10/13/2019 10:02:08AM
CASE# CAD Only
HBRG
CITE CELLPHONE VIOLATION

TRAFFIC STOP Reported at Block of 400 TERRITORIAL ST HBRG

Driver issued a citation for using his cell phone while driving.

Incident Information:

Description

Addendum No. 1

CAD# 2019147038
TIME: 10/13/2019 10:37:36AM
CASE# CAD Only
HBRG

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

No Public Narrative.

CAD# 2019147044
TIME: 10/13/2019 10:41:26AM
CASE# CAD Only
HBRG
WARNING ISSUED

TRAFFIC STOP Reported at Block of 300 SMITH ST HBRG

No Public Narrative.

Driver warned for moving violation

CAD# 2019147149
TIME: 10/13/2019 1:56:26PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 1100 S 6TH ST HBRG

Traffic enforcement at intersection.

CAD# 2019147152
TIME: 10/13/2019 2:00:42PM
CASE# CAD Only
HBRG
CITE SPEEDING VIOLATION

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

Deputy conducted a traffic stop. Citation issued.

CAD# 2019147168
TIME: 10/13/2019 2:26:54PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 200 KESLING ST HBRG

Conducted traffic enforcement at intersection.

CAD# 2019147234
TIME: 10/13/2019 5:11:16PM
CASE# CAD Only
HBRG

MENTAL HEALTH Reported at Block of 300 PARK LN HBRG

No Public Narrative.

Incident Information:

Description

Addendum No. 1

CAD# 2019147295
TIME: 10/13/2019 7:40:20PM
CASE# CAD Only
HBRG
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 200 N 9TH ST/TERRITORIAL ST HBRG

Operator of vehicle warned for moving and equipment violation on N 9th Street in Harrisburg.

CAD# 2019147331
TIME: 10/13/2019 9:06:06PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 600 TERRITORIAL ST/N 7TH ST HBRG

Deputy conducted extra traffic patrol at residential intersection in Harrisburg .

CAD# 2019147359
TIME: 10/13/2019 10:31:40PM
CASE# CAD Only
HBRG
WARNING SPEEDING VIOLAT

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

Operator of vehicle warned for speed on Main St in Harrisburg.

CAD# 2019147478
TIME: 10/14/2019 7:53:40AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 800 S 2ND ST HBRG

No Public Narrative.

CAD# 2019147719
TIME: 10/14/2019 3:00:06PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 300 S 3RD ST HBRG

Employee for got to shut the door all the way

CAD# 2019147866
TIME: 10/14/2019 6:55:50PM
CASE# CAD Only
HBRG
UTL GOA

JUVENILE COMPLAINT Reported at Block of 500 LASALLE ST/S 6TH ST HBRG

Caller reported kids in the area swinging objects at cars. I checked the area and did not find any kids.

Incident Information:

Description

Addendum No. 1

CAD# 2019147887
TIME: 10/14/2019 8:10:52PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

OUT WITH A VEHICLE Reported at Block of 400 N 9TH ST HBRG

Vehicle had open door. It shut by itself as I approached it.

CAD# 2019147929
TIME: 10/14/2019 9:22:32PM
CASE# CAD Only
HBRG
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 300 TERRITORIAL ST HBRG

Warned for a lighting violation.

CAD# 2019147943
TIME: 10/14/2019 10:17:48PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 100 SMITH ST HBRG

Caller requested a welfare check. Checked on the residents and they were okay.

CAD# 2019148424
TIME: 10/15/2019 6:20:49PM
CASE# CAD Only
HBRG

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

No Public Narrative.

CAD# 2019148483
TIME: 10/15/2019 9:30:00PM
CASE# CAD Only
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

CAD# 2019148556
TIME: 10/16/2019 2:31:24AM
CASE# CAD Only
HBRG
CITE EQUIPMENT VIOLATION

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

Driver cited for Driving while suspended, driving uninsured and failure to register vehicle.
Passenger cited for not wearing seat belt properly.

Incident Information:

Description

Addendum No. 1

CAD# 2019148756
TIME: 10/16/2019 11:09:03AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

CRIMINAL MISCHIEF Reported at Block of 200 N 3RD ST HBRG

Report of a damage to a doorway in a shared common area of a building. The property owner wanted the damage documented.

CAD# 2019148830
TIME: 10/16/2019 1:22:49PM
CASE# CAD Only
HBRG
CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 700 S 3RD ST/S 2ND ST HBRG

No Public Narrative.

CAD# 2019148852
TIME: 10/16/2019 2:00:21PM
CASE# CAD Only
HBRG
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 600 TERRITORIAL ST HBRG

Vehicle stopped for speed, operator warned.

CAD# 2019149040
TIME: 10/16/2019 8:23:50PM
CASE# CAD Only
HBRG

UNKNOWN PROBLEM Reported at Block of 600 S 6TH ST HBRG

No Public Narrative.

CAD# 2019149311
TIME: 10/17/2019 11:28:10AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 400 N 3RD ST HBRG

Civil matter. Deputy talked to all parties regarding the issues.

CAD# 2019149418
TIME: 10/17/2019 2:05:20PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

THREATS Reported at Block of 400 S 9TH ST HBRG

Deputy responded to concerns about juveniles at school.

Incident Information:

Description

Addendum No. 1

CAD# 2019149614
TIME: 10/17/2019 8:08:54PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

INFORMATION ONLY REPORT Reported at Block of 400 N 7TH ST HBRG

Caller upset over Harrisburg Code Enforcement issues.

CAD# 2019149628
TIME: 10/17/2019 9:03:38PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

FOUND PROPERTY Reported at Block of 100 SMITH ST HBRG

Deputy returned found property to owner.

CAD# 2019149656
TIME: 10/17/2019 10:03:54PM
CASE# CAD Only
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

CAD# 2019149793
TIME: 10/18/2019 8:38:58AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

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

No Public Narrative.

CAD# 2019149900
TIME: 10/18/2019 12:01:35PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 800 SOMMERVILLE LOOP HBRG

Verbal argument over civil issue.

CAD# 2019149940
TIME: 10/18/2019 1:03:08PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

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

No Public Narrative.

Incident Information:

Description

Addendum No. 1

CAD# 2019150196
TIME: 10/18/2019 9:29:14PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

HARASSMENT Reported at Block of 1000 S 6TH ST HBRG

Caller wanted to speak to deputy, but would not return contact after numerous attempts.

CAD# 2019150653
TIME: 10/19/2019 7:21:50PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

MVC NON INJURY Reported at Block of 600 S 3RD ST/LASALLE ST HBRG

Report of a fender bender hit and run. Victim declined to pursue charges. Minimal damage done.

CAD# 2019150660
TIME: 10/19/2019 7:35:17PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SHOTS HEARD Reported at Block of 700 SMITH ST/MONROE ST HBRG

No Public Narrative.

CAD# 2019150806
TIME: 10/20/2019 3:36:17AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 700 MONROE ST HBRG

No Public Narrative.

CAD# 2019151484
TIME: 10/21/2019 12:46:35PM
CASE# CAD Only
HBRG

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

No Public Narrative.

CAD# 2019151764
TIME: 10/21/2019 9:41:18PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

TRESPASS Reported at Block of 1000 S 6TH ST HBRG

Trespass. Caller believed subjects were in her bushes. Deputy checked the bushes and was UTL anyone.

Incident Information:

Description

Addendum No. 1

CAD# 2019152184
TIME: 10/22/2019 3:44:03PM
CASE# CAD Only
HBRG
CITE EQUIPMENT VIOLATION

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

Op issued citation for no insurance. Warned for several other violations that occurred in the city limits of Harrisburg.

CAD# 2019152749
TIME: 10/23/2019 1:24:03PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

FOUND PROPERTY Reported at Block of 300 MACY ST HBRG

Found a cellphone and returned it to owner.

CAD# 2019153108
TIME: 10/24/2019 7:29:39AM
CASE# CAD Only
HBRG

911 HANG UP CALL Reported at Block of 700 LASALLE ST HBRG

No Public Narrative.

CAD# 2019153111
TIME: 10/24/2019 7:35:09AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

MVC NON INJURY Reported at Block of 700 LASALLE ST/S 8TH PL HBRG

Assisted with exchange of information for a crash.

CAD# 2019153150
TIME: 10/24/2019 8:45:00AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

MOTORIST ASSIST Reported at Block of 700 LASALLE ST HBRG

Assisted with changing a tire.

CAD# 2019153452
TIME: 10/24/2019 4:50:46PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 800 SOMMERVILLE LOOP HBRG

Welfare check conducted on children. Children are being appropriately cared for.

Incident Information:

Description

Addendum No. 1

CAD# 2019153931
TIME: 10/25/2019 2:09:25PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 900 CHERRY ST HBRG

two dogs running at large got into a fight. The injured dogs` owner had questions about who is responsible for the vet bill. They will attempt to reach a civil compromise and not press charges for this incident

CAD# 2019154077
TIME: 10/25/2019 6:21:25PM
CASE# CAD Only
HBRG

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

No Public Narrative.

CAD# 2019154189
TIME: 10/25/2019 10:18:27PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 600 RILEY WAY HBRG

Neighbor was concerned about welfare of owner due to dog barking. I contacted owner by telephone and he was on his way home. Caller was satisfied with outcome.

CAD# 2019154212
TIME: 10/25/2019 10:59:53PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

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

Suspicious person on playground of school. Subject walked away as I pulled in and I was unable to locate the person.

CAD# 2019154216
TIME: 10/25/2019 11:08:51PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

TRAFFIC STOP Reported at Block of 600 S 6TH ST HBRG

No Public Narrative.

CAD# 2019154299
TIME: 10/26/2019 2:32:08AM
CASE# CAD Only
HBRG
CITE NO INSURANCE

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

Deputy conducted a traffic stop for an equipment violation .

Incident Information:

Description

Addendum No. 1

CAD# 2019154575
TIME: 10/26/2019 4:07:07PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 700 SMITH ST HBRG

Welfare check. Deputy checked on several children after a complaint. All children were healthy and happy.

CAD# 2019154772
TIME: 10/26/2019 11:49:31PM
CASE# CAD Only
HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 200 SMITH ST HBRG

No Public Narrative.

CAD# 2019154773
TIME: 10/26/2019 11:54:03PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

DOMESTIC DISTURBANCE Reported at Block of 700 GAILEEN WAY HBRG

Deputies were dispatched to a verbal domestic. The male half left before they arrived.

CAD# 2019154949
TIME: 10/27/2019 11:00:35AM
CASE# 1904277
HBRG
REPORT TAKEN

Report Filed. PROPERTY, FOUND Reported At Block Of 100 SMITH ST Occurred between 1059 hours on 10/27/2019 and 1100 hours on 10/27/2019. Reported: 10/27/2019 Officer

VERBAL ONLY. STEPFATHER FOUND DRUG PARA. UNKNOWN WHO OWNS, MOST LIKELY JUV. ITEMS SEIZED TO BE DESTROYED

CAD# 2019155003
TIME: 10/27/2019 12:38:50PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 100 SMITH ST HBRG

rp believes employee left door unlocked nothing disturbed NFA

CAD# 2019155184
TIME: 10/27/2019 6:39:03PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

PHONE HARASSMENT Reported at Block of 200 S 3RD ST HBRG

Deputy responded to a telephonic harassment call and determined there was no crime.

Incident Information:

Description

Addendum No. 1

CAD# 2019155720
TIME: 10/28/2019 4:27:38PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 100 MOORE ST HBRG

Deputies responded to a loud man making a commotion and deescalated the situation.

CAD# 2019155732
TIME: 10/28/2019 4:55:36PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 1000 S 11TH ST HBRG

No Public Narrative.

CAD# 2019155794
TIME: 10/28/2019 7:33:34PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

INFORMATION ONLY REPORT Reported at Block of 100 SMITH ST HBRG

The RP had questions regarding a civil matter. I referred him to legal aid. NFA

CAD# 2019155810
TIME: 10/28/2019 8:24:54PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 800 ERICA WAY HBRG

No Public Narrative.

CAD# 2019155915
TIME: 10/29/2019 1:32:34AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 200 S 6TH ST HBRG

RP WAS ON SCENE WHEN ARRIVED. CHECKED ROOM 17 AND THERE ARE SOME DECORATIONS IN FRONT OF SENSOR THAT PROBABLY MOVED WHEN HEAT CAME ON MAKING ALARM GO OFF. ALARM WAS RESET.

CAD# 2019156147
TIME: 10/29/2019 12:25:03PM
CASE# CAD Only
HBRG
CALL TRANSFERRED TO OTI

TRANSFER 911 INFO - LAW CALL Reported at Block of 400 TERRITORIAL ST HBRG

Incident Information:

Description

Addendum No. 1

CAD# 2019156431
TIME: 10/29/2019 8:40:45PM
CASE# CAD Only
HBRG
CITE NO INSURANCE

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

Driver was issued a citation for driving without insurance.

CAD# 2019156446
TIME: 10/29/2019 9:20:56PM
CASE# CAD Only
HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

CAD# 2019156456
TIME: 10/29/2019 9:46:16PM
CASE# CAD Only
HBRG
CITE DWS NO ODL

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

female operator cited for no DL.

CAD# 2019156458
TIME: 10/29/2019 9:49:38PM
CASE# CAD Only
HBRG
WARNING EQUIPMENT VIOL/

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

Warning for expired tags

CAD# 2019156469
TIME: 10/29/2019 10:16:33PM
CASE# CAD Only
HBRG
CITE NO INSURANCE

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

Driver was cited for driving without insurance.

CAD# 2019156487
TIME: 10/29/2019 10:52:32PM
CASE# CAD Only
HBRG
WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 300 TERRITORIAL ST HBRG

Warning for improper display tags

Incident Information:

Description

Addendum No. 1

CAD# 2019157187
TIME: 10/31/2019 7:04:12AM
CASE# CAD Only
HBRG

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

No Public Narrative.

CAD# 2019157219
TIME: 10/31/2019 9:06:31AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 100 SMITH ST HBRG

Deputy conducted follow up for sex offense investigation.

CAD# 2019157370
TIME: 10/31/2019 1:46:45PM
CASE# CAD Only
HBRG
CITE SPEEDING VIOLATION

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

sb hwy 99 near tandu 75 in 55 moving radar clear med traff no lawful reason

CAD# 2019157532
TIME: 10/31/2019 6:34:44PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

MISSING PERSONS Reported at Block of 1000 APPLGATE PL HBRG

No Public Narrative.

Son has returned -per mom and said he is ok NFA

Public Works Project Update

November 2019

- **Water Bond Projects:**
 - Treatment Facilities initial design, initiated last month with subcontracted Engineer
 - Storage Tanks and new well included in Treatment design
 - Distribution Lines currently in design:
 - switched to LaSalle 6th to 9th due to SCAG grant award (bid in few months)
 - 5th Street (part of larger Street, Storm, Water project)
 - Parts of other water line replacement areas have been surveyed, will get back to them when the previous projects are in motion.
- **Smith St/ HRA Project:**
 - Design a year behind, held up by ODOT and Pacific Power
 - RRFB currently being designed as a separate project due to ROW dedication needs
 - Project should be out for bid early in 2020
- **Sewer Line Extension on LaSalle:**
 - Project Discussed as a system need with previous admin. In doing Strategic Planning. (In theory, worst of system, one line under tracks)
 - (In Packet,) Not a sewer line extension... do not know where that came from
 - Project potentially is a pump station and new pressure line, however
 - Currently working on a less expensive alternative to pump station, surveyed last week
- **Other PW Projects:**
 - Main sewer pressure line from pump station to treatment facility, started today with the approximately first 500 feet of tricky construction. Project documents were not drawn that's why you did not see them, paid out of yearly sewer construction fund.
 - Last small projects of Municipal Center: plumbing, signage etc., etc.
 - LEPC/ Emergency response 3-year process, Tabletop (2019), Functional and full scale.
 - Conceptual ideas of Storm Water project under our TMDL matrix for improving storm water quality
 - EPA's risk and resilience Assessment for Water systems
 - SDS Update completed
 - Emergency Plan Update completed and review after RR Assessment

These are brief summary of projects, ask me for specifics if you want to know more.

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	122337	Water Testing	12/31/2019	183.00	51-65-4200
1206	Analytical Lab & Consultants	122496	Water Testing	12/31/2019	237.00	52-65-4200
1206	Analytical Lab & Consultants	122970	Water Testing	12/31/2019	252.00	52-65-4200
Total 1206:					672.00	
3892						
3892	B & H Photo Video	166988874	Office Equipment	01/24/2020	159.98	40-65-8050
3892	B & H Photo Video	167004385	Office Equipment	01/24/2020	209.96	40-65-8050
Total 3892:					369.94	
2225						
2225	B & I Hardware & Rental	123119	P/W Misc Supplies.	12/31/2019	1.61-	10-72-4000
2225	B & I Hardware & Rental	353023	P/W Misc Supplies.	12/31/2019	29.53	10-72-4000
2225	B & I Hardware & Rental	353501	P/W Misc Supplies.	12/31/2019	17.97	10-72-4000
2225	B & I Hardware & Rental	353570	P/W Misc Supplies.	12/31/2019	29.98	10-72-4000
2225	B & I Hardware & Rental	354011	P/W Misc Supplies.	12/31/2019	17.28	10-72-4000
2225	B & I Hardware & Rental	354046	P/W Misc Supplies.	12/31/2019	80.94	10-72-4000
2225	B & I Hardware & Rental	355659	P/W Misc Supplies.	12/31/2019	11.40	10-72-4000
Total 2225:					185.49	
3200						
3200	Barnes & Noble, Inc.	3942336	Books	12/31/2019	95.11	24-60-2000
3200	Barnes & Noble, Inc.	3942405	Books	12/31/2019	252.58	24-60-2000
3200	Barnes & Noble, Inc.	3948432	Books	12/31/2019	129.29	24-60-2700
3200	Barnes & Noble, Inc.	3948432	Books	12/31/2019	176.54	24-60-2000
3200	Barnes & Noble, Inc.	3950210	Books	01/24/2020	70.73	24-60-2000
Total 3200:					724.25	
3693						
3693	Branch Engineering Inc	00013488	Engineering Services	01/24/2020	840.00	51-78-8015
3693	Branch Engineering Inc	00013495	Engineering Services	01/24/2020	2,925.00	51-78-8015
3693	Branch Engineering Inc	00013496	Engineering Services	01/24/2020	1,000.75	10-41-4000
3693	Branch Engineering Inc	00013497	Engineering Services	01/24/2020	12,870.00	51-78-8015
3693	Branch Engineering Inc	00013498	Engineering Services	01/24/2020	2,040.00	51-78-8015
Total 3693:					19,675.75	
2549						
2549	Cascade Columbia Distribution	767548	Misc. P/W Expense	12/31/2019	1,290.40	52-65-4000
2549	Cascade Columbia Distribution	768357	Misc. P/W Expense	01/24/2020	1,290.40	52-65-4000
Total 2549:					2,580.80	
3407						
3407	Cascade Health Solutions	3752-128	Misc P/W Exp	01/24/2020	276.00	11-44-5000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 3407:					276.00	
3773						
3773	CenturyLink	DEC 2019	Phone Bill	12/31/2019	44.44	52-65-3500
3773	CenturyLink	DEC 2019	Phone Bill	12/31/2019	46.09	52-65-3500
3773	CenturyLink	DEC 2019	Phone Bill	12/31/2019	45.43	51-65-3500
3773	CenturyLink	DEC 2019	Phone Bill	12/31/2019	41.86	51-65-3500
3773	CenturyLink	DEC 2019	Phone Bill	12/31/2019	46.09	52-65-3500
3773	CenturyLink	DEC 2019	Phone Bill	12/31/2019	43.78	52-65-3500
3773	CenturyLink	DEC 2019	Phone Bill	12/31/2019	46.09	52-65-3500
3773	CenturyLink	DEC 2019	Phone Bill	12/31/2019	41.86	10-69-3500
3773	CenturyLink	DEC 2019	Phone Bill	12/31/2019	44.44	52-65-3500
3773	CenturyLink	NOV DEC 201	Phone Bill	12/31/2019	1.61	10-69-3500
Total 3773:					401.69	
2939						
2939	Cobalt Computer Services, Inc.	17208	Computer Service	12/31/2019	531.25	40-65-8015
2939	Cobalt Computer Services, Inc.	17293	Computer Service	12/31/2019	40.00	40-65-8015
Total 2939:					571.25	
2720						
2720	Comcast	DEC 2019	Internet Service	12/31/2019	155.13	10-60-2000
2720	Comcast	DEC 2019 LIB	Internet Service	12/31/2019	146.85	24-60-2525
2720	Comcast	DEC 2019 P/W	Internet Service	12/31/2019	74.17	51-65-3550
2720	Comcast	DEC 2019 P/W	Internet Service	12/31/2019	74.18	52-65-3550
2720	Comcast	JAN 2020 LIB	Internet Service	01/31/2020	146.85	24-60-2525
Total 2720:					597.18	
1210						
1210	Conser Quarry Company	42995	Gravel	12/31/2019	424.85	51-65-4600
1210	Conser Quarry Company	43073	Gravel	12/31/2019	344.43	11-44-6000
1210	Conser Quarry Company	43170	Gravel	12/31/2019	472.19	11-44-6000
1210	Conser Quarry Company	43590	Gravel	12/31/2019	556.59	52-65-4600
1210	Conser Quarry Company	43747	Gravel	12/31/2019	528.60	25-65-2000
Total 1210:					2,326.66	
2282						
2282	EARTH20	471904	Bottled Water	12/31/2019	15.30	10-53-2200
2282	EARTH20	471904	Bottled Water	12/31/2019	2.49	10-53-2200
2282	EARTH20	471904	Bottled Water	12/31/2019	4.00	10-53-2200
2282	EARTH20	572533	Bottled Water	12/31/2019	40.80	10-53-2200
2282	EARTH20	572533	Bottled Water	12/31/2019	2.49	10-53-2200
2282	EARTH20	656604	Bottled Water	12/31/2019	4.00	10-53-2200
Total 2282:					69.08	
3908						
3908	Fabco	9909	Misc P/W Exp	12/31/2019	3,900.00	23-75-7100
Total 3908:					3,900.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1946						
1946	Ferguson Waterworks	0836671	P/W Misc. Expense	12/31/2019	891.00	52-65-4600
Total 1946:					891.00	
3743						
3743	Fern Ridge Review	JAN 2020	Tribune News Renewal	01/31/2020	34.00	10-53-2200
Total 3743:					34.00	
3697						
3697	Fewel, Brewer & Coulombe	101615	Attorney Fees	12/31/2019	62.50	10-42-2500
3697	Fewel, Brewer & Coulombe	101642	Attorney Fees	01/31/2020	.00	10-42-2500
3697	Fewel, Brewer & Coulombe	101648	Attorney Fees	12/31/2019	312.50	10-42-2500
Total 3697:					375.00	
3905						
3905	Gatehouse Media Holdings Inc	I00172656-122	Legal Ad	12/31/2019	109.04	10-50-2100
3905	Gatehouse Media Holdings Inc	I00172656-122	Legal Ad	12/31/2019	35.96	10-50-2100
Total 3905:					145.00	
1218						
1218	Grainger	9383131340	Misc. P/W Supplies	12/31/2019	324.86	10-72-4000
1218	Grainger	9383203842	Misc. P/W Supplies	12/31/2019	82.54	41-78-8170
1218	Grainger	9387332514	Misc. P/W Supplies	12/31/2019	135.59	10-72-4000
1218	Grainger	9390481407	Misc. P/W Supplies	12/31/2019	1,243.56	41-78-8170
1218	Grainger	9401569422	Misc. P/W Supplies	01/24/2020	111.00	52-65-4600
1218	Grainger	9402080478	Misc. P/W Supplies	01/24/2020	56.10	41-78-8170
1218	Grainger	9403326904	Misc. P/W Supplies	01/24/2020	36.35	41-78-8170
1218	Grainger	9407485797	Misc. P/W Supplies	01/24/2020	40.32	10-72-4000
1218	Grainger	9410523824	Misc. P/W Supplies	01/24/2020	24.36	51-65-3000
1218	Grainger	9410523824	Misc. P/W Supplies	01/24/2020	24.36	52-65-3000
Total 1218:					2,079.04	
2271						
2271	Home Comfort Heating & A/C	22737	Misc Exp	12/31/2019	7,150.00	10-85-3150
Total 2271:					7,150.00	
1220						
1220	Hurd's Custom Machinery, Inc.	23915	Public Works Supplies	12/31/2019	73.83	25-65-2000
1220	Hurd's Custom Machinery, Inc.	23915	Public Works Supplies	12/31/2019	1.79	10-72-4000
1220	Hurd's Custom Machinery, Inc.	23991	Public Works Supplies	12/31/2019	60.93	10-72-4000
1220	Hurd's Custom Machinery, Inc.	24171	Public Works Supplies	12/31/2019	7.99	41-78-8170
Total 1220:					144.54	
2307						
2307	IIMC	DEC 2019	IIMC Membership Dues	12/31/2019	170.00	10-63-2100
Total 2307:					170.00	
1101						
1101	Ingram Library Services	42952114	Library books	12/31/2019	65.28-	24-60-2000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1101	Ingram Library Services	43034450	Library books	12/31/2019	22.10	24-60-2000
1101	Ingram Library Services	43118458	Library books	12/31/2019	156.90	24-60-2000
1101	Ingram Library Services	43118459	Library books	12/31/2019	13.10	24-60-2000
1101	Ingram Library Services	43229251	Library books	12/31/2019	557.03	24-60-2000
1101	Ingram Library Services	43250822	Library books	12/31/2019	51.53	24-60-2000
1101	Ingram Library Services	43250823	Library books	12/31/2019	218.92	24-60-2000
1101	Ingram Library Services	43281121	Library books	12/31/2019	43.51	24-60-2000
1101	Ingram Library Services	43281122	Library books	12/31/2019	66.90	24-60-2000
1101	Ingram Library Services	43317212	Library books	12/31/2019	14.43	24-60-2000
1101	Ingram Library Services	43317213	Library books	12/31/2019	90.04	24-60-2000
1101	Ingram Library Services	43345661	Library books	12/31/2019	12.95	24-60-2000
1101	Ingram Library Services	43345662	Library books	12/31/2019	296.85	24-60-2000
1101	Ingram Library Services	43386673	Library books	01/24/2020	23.78	24-60-2000
1101	Ingram Library Services	43386674	Library books	01/24/2020	20.52	24-60-2000
1101	Ingram Library Services	43386675	Library books	01/24/2020	31.56	24-60-2000
1101	Ingram Library Services	43473363	Library books	01/24/2020	78.62	24-60-2000
1101	Ingram Library Services	43602631	Library books	01/31/2020	21.08	24-60-2000
1101	Ingram Library Services	43602632	Library books	01/31/2020	16.30	24-60-2000
1101	Ingram Library Services	43602633	Library books	01/31/2020	550.73	24-60-2000
1101	Ingram Library Services	43602633	Library books	01/31/2020	22.36	24-60-2700
1101	Ingram Library Services	43609085	Library books	01/31/2020	113.69	24-60-2000
1101	Ingram Library Services	43609086	Library books	01/31/2020	7.50	24-60-2000
1101	Ingram Library Services	43630606	Library books	01/31/2020	17.13	24-60-2000
1101	Ingram Library Services	43630607	Library books	01/31/2020	118.43	24-60-2000
1101	Ingram Library Services	43638645	Library books	01/31/2020	28.13	24-60-2000
1101	Ingram Library Services	43638646	Library books	01/31/2020	13.88	24-60-2000
Total 1101:					2,542.69	
3903						
3903	Ivers Law Office LLC	10422700	Attorney Fees	12/31/2019	450.00	10-42-2700
Total 3903:					450.00	
1221						
1221	Jerry's Home Improvement	10200	Misc Public Works Supplies	12/31/2019	549.89	41-78-8170
1221	Jerry's Home Improvement	10404	Misc Public Works Supplies	12/31/2019	59.98	41-78-8170
1221	Jerry's Home Improvement	7391	Misc Public Works Supplies	12/31/2019	195.87	10-72-4000
1221	Jerry's Home Improvement	785611	Misc Public Works Supplies	12/31/2019	82.97	10-72-4000
1221	Jerry's Home Improvement	8139	Misc Public Works Supplies	12/31/2019	161.28	10-72-4000
Total 1221:					1,049.99	
3683						
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	414.50	11-45-2100
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	414.51	51-73-2100
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	414.51	52-73-2100
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	4.35	10-60-2400
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	2.80	10-60-2400
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	145.00	10-63-2000
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	42.29	51-76-2300
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	42.30	52-76-2300
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	1.69-	51-76-2300
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	1.69-	52-76-2300
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	4.28	51-65-4600
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	4.29	52-65-4600
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	703.82	41-78-8170

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	1,325.00	10-72-4000
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	9.99	10-60-2300
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	1,319.15	10-60-2400
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	10.00	10-53-2200
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	31.49	10-53-2200
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	175.00	10-63-2400
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	10.00	10-53-2200
3683	Keybank N.A.	DEC 2019	Misc Credit Card Charges	12/31/2019	60.00	10-63-2100
Total 3683:					5,129.90	
3770						
3770	Keyhole Locksmith, The	83335	Misc P/W Exp	01/24/2020	638.50	10-72-4000
Total 3770:					638.50	
3883						
3883	Knox Ag Irrigaion, Inc	1470	Misc P/W Exp	01/24/2020	275.00	52-65-4600
Total 3883:					275.00	
3859						
3859	LBUCC	JAN 2020	Locates Council	01/24/2020	37.50	51-65-4600
3859	LBUCC	JAN 2020	Locates Council	01/24/2020	37.50	52-65-4600
Total 3859:					75.00	
1225						
1225	Linn County Building Dept.	DEC 2019	Building Permit Fees	12/31/2019	6,487.54	10-50-2000
Total 1225:					6,487.54	
2211						
2211	Linn County Recorder	118201	Recording Fee	01/24/2020	115.00	10-53-2200
2211	Linn County Recorder	118202	Recording Fee	01/24/2020	115.00	10-53-2200
Total 2211:					230.00	
3819						
3819	Linn County Treasurer	DEC 2019	Court Revenue Payout	12/31/2019	112.17	10-42-2200
Total 3819:					112.17	
1227						
1227	McKinley Printing Company	2609	Business Cards	12/31/2019	40.00	10-60-2300
1227	McKinley Printing Company	2609	Business Cards	12/31/2019	80.00	24-60-2800
Total 1227:					120.00	
2972						
2972	Micron CPG	255136971	Computer Memory	01/31/2020	398.94	40-65-8050
Total 2972:					398.94	
3894						
3894	Mitel	32883827	Phone Bill	12/31/2019	112.26	10-69-3500
3894	Mitel	32883827	Phone Bill	12/31/2019	112.27	51-65-3500

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3894	Mitel	32883827	Phone Bill	12/31/2019	112.27	52-65-3500
3894	Mitel	32883827	Phone Bill	12/31/2019	29.35	24-60-2500
3894	Mitel	33077866	Phone Bill	01/09/2020	112.26	10-69-3500
3894	Mitel	33077866	Phone Bill	01/09/2020	112.27	51-65-3500
3894	Mitel	33077866	Phone Bill	01/09/2020	112.27	52-65-3500
3894	Mitel	33077866	Phone Bill	01/09/2020	29.35	24-60-2500
Total 3894:					732.30	
3897						
3897	Monoprice, Inc.	19596296	Misc P/W Exp	12/31/2019	260.56	40-65-8050
3897	Monoprice, Inc.	19596618	Misc P/W Exp	12/31/2019	14.69	40-65-8050
Total 3897:					275.25	
3873						
3873	NAPA Auto Parts	599499	Misc P/W Exp	12/31/2019	8.23	52-65-2500
Total 3873:					8.23	
2644						
2644	Net Assets	54-201912	Lien Searches	12/31/2019	112.00	10-53-2250
Total 2644:					112.00	
1962						
1962	NW Electrical Construction	4716	PW Misc. Expense	12/31/2019	180.00	52-65-4600
Total 1962:					180.00	
1102						
1102	NW Natural Gas Co.	JAN 2020	Utilities	01/24/2020	377.58	52-65-2700
1102	NW Natural Gas Co.	JAN 2020	Utilities	01/24/2020	52.97	10-69-2000
1102	NW Natural Gas Co.	JAN 2020 PUM	Utilities	01/24/2020	63.48	52-65-2700
Total 1102:					494.03	
1952						
1952	OAWU	28083	Conference Registration	01/24/2020	162.50	51-76-2000
1952	OAWU	28083	Conference Registration	01/24/2020	162.50	52-76-2000
Total 1952:					325.00	
3427						
3427	OHA Cashier	DEC 2019 M.R.	Certification	12/31/2019	97.50	51-76-2000
3427	OHA Cashier	DEC 2019 M.R.	Certification	12/31/2019	97.50	52-76-2000
Total 3427:					195.00	
1245						
1245	One Call Concepts, Inc.	9120386	Locates	12/31/2019	6.00	51-65-4600
1245	One Call Concepts, Inc.	9120386	Locates	12/31/2019	6.00	52-65-4600
Total 1245:					12.00	
1033						
1033	Oregon Department of Revenue	DEC 2019	Court Revenue Payout	12/31/2019	440.44	10-42-2200

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1033	Oregon Department of Revenue	DEC 2019	Court Revenue Payout	12/31/2019	100.00	10-42-2200
1033	Oregon Department of Revenue	NOVEMBER 2	Court Revenue Payout	11/30/2019	50.00	10-42-2200
Total 1033:					590.44	
1862						
1862	Oregon DMV	38757867	Record Inquiry	12/31/2019	2.20	10-42-2800
Total 1862:					2.20	
3907						
3907	Oregon Economic Development A	JAN 2020	Membership	01/09/2020	275.00	10-63-2100
Total 3907:					275.00	
1079						
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	69.73	52-65-2600
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	370.80	10-69-2500
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	21.68	10-69-2500
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	31.36	10-69-2500
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	77.71	10-69-2500
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	170.22	10-69-2500
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	1,077.68	10-69-2500
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	70.34	52-65-2600
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	148.47	52-65-2600
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	1,599.80	52-65-2600
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	72.53	52-65-2600
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	23.02	52-65-2600
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	38.45	52-65-2600
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	38.40	10-72-6700
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	183.58	25-65-2500
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	28.44	25-65-2500
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	76.15	25-65-2500
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	136.06	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	87.61	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	43.23	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	588.52	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	76.97	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	1,156.80	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	63.29	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	111.01	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	274.46	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	18.22	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	166.97	10-69-3000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	35.35	11-44-2000
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	3,319.24	51-65-2600
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	1,098.50	51-65-2600
1079	Pacific Power & Light Company	DEC 2019	UTILITIES	12/31/2019	142.60	51-65-2600
Total 1079:					11,417.19	
2927						
2927	Staples Business Advantage	3434027002	Office Supplies	12/31/2019	5.13	10-60-2300
Total 2927:					5.13	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1144						
1144	Suzan Jackson	187	Janitor Services	12/31/2019	599.17	10-72-4100
1144	Suzan Jackson	187	Janitor Services	12/31/2019	375.83	10-72-4100
1144	Suzan Jackson	188	Janitor Services	01/31/2020	599.17	10-72-4100
1144	Suzan Jackson	188	Janitor Services	01/31/2020	375.83	10-72-4100
Total 1144:					1,950.00	
3243						
3243	Synergy Security Solutions	8624	Security	12/31/2019	135.00	51-65-2400
Total 3243:					135.00	
3846						
3846	Tailored Solutions Corporation	20200101	Court Software Support	01/24/2020	149.00	10-42-2800
Total 3846:					149.00	
3663						
3663	Water & Sewer Account Refunds	#101.01	Utility Billing Overpayment	01/09/2020	1.49	01-1075
3663	Water & Sewer Account Refunds	#11585.06	Utility Billing Overpayment	01/09/2020	100.98	01-1075
3663	Water & Sewer Account Refunds	#1433.03	W/S Deposit Refund	01/09/2020	50.00	51-2120
3663	Water & Sewer Account Refunds	#1433.03	W/S Deposit Refund	01/09/2020	50.00	52-2120
3663	Water & Sewer Account Refunds	#291.02	W/S Deposit Refund	01/09/2020	50.00	51-2120
3663	Water & Sewer Account Refunds	#291.02	W/S Deposit Refund	01/09/2020	50.00	52-2120
3663	Water & Sewer Account Refunds	#471.10	W/S Deposit Refund	01/24/2020	19.01	51-2120
3663	Water & Sewer Account Refunds	#471.10	W/S Deposit Refund	01/24/2020	19.00	52-2120
3663	Water & Sewer Account Refunds	#622.03_B	W/S Deposit Refund	12/31/2019	33.00	51-2120
3663	Water & Sewer Account Refunds	#622.03_B	W/S Deposit Refund	12/31/2019	33.00	52-2120
3663	Water & Sewer Account Refunds	#657.03	W/S Deposit Refund	01/09/2020	50.00	51-2120
3663	Water & Sewer Account Refunds	#657.03	W/S Deposit Refund	01/09/2020	50.00	52-2120
3663	Water & Sewer Account Refunds	#664.02	W/S Deposit Refund	01/09/2020	50.00	51-2120
3663	Water & Sewer Account Refunds	#664.02	W/S Deposit Refund	01/09/2020	50.00	52-2120
3663	Water & Sewer Account Refunds	#698.08	W/S Deposit Refund	01/09/2020	50.00	51-2120
3663	Water & Sewer Account Refunds	#698.08	W/S Deposit Refund	01/09/2020	50.00	52-2120
3663	Water & Sewer Account Refunds	#79.09	W/S Deposit Refund	01/24/2020	10.72	51-2120
3663	Water & Sewer Account Refunds	#79.09	W/S Deposit Refund	01/24/2020	10.71	52-2120
3663	Water & Sewer Account Refunds	#924.09	W/S Deposit Refund	01/24/2020	31.86	51-2120
3663	Water & Sewer Account Refunds	#924.09	W/S Deposit Refund	01/24/2020	31.85	52-2120
3663	Water & Sewer Account Refunds	#97.04	W/S Deposit Refund	01/31/2020	27.70	51-2120
3663	Water & Sewer Account Refunds	#97.04	W/S Deposit Refund	01/31/2020	27.71	52-2120
Total 3663:					847.03	
2661						
2661	WCP Solutions	11563103	Office Supplies	01/24/2020	73.90	10-72-6700
2661	WCP Solutions	11563104	Office Supplies	01/24/2020	54.66	10-60-2300
2661	WCP Solutions	11563104	Office Supplies	01/24/2020	54.67	51-74-2400
2661	WCP Solutions	11563104	Office Supplies	01/24/2020	54.67	52-74-2400
2661	WCP Solutions	11563104	Office Supplies	01/24/2020	827.40	10-72-4000
Total 2661:					1,065.30	
1239						
1239	WECO	CP-00096382	PW Gas Exp	12/31/2019	327.74	11-45-2000
1239	WECO	CP-00096382	PW Gas Exp	12/31/2019	382.50	51-73-2000
1239	WECO	CP-00096382	PW Gas Exp	12/31/2019	382.50	52-73-2000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 1239:					1,092.74	
Grand Totals:					80,711.24	

Payment Approval Report

Expense Account Key

	Fund Number	G.L. Acct Number
General Fund	10	10-XX-XXXX
Street Fund	11	11-XX-XXXX
CED Fund	23	23-XX-XXXX
Library Fund	24	24-XX-XXXX
Storm Fund	25	25-XX-XXXX
Office Equipment Fund	40	40-XX-XXXX
Equipment Fund	41	41-XX-XXXX
Water Fund	51	51-XX-XXXX
Sewer Fund	52	52-XX-XXXX
Sewer Reserve Fund		56-XX-XXXX



Harrisburg Planning Commission Minutes

November 19, 2019

The Harrisburg Planning Commission meeting was held at the Harrisburg Municipal Center, located at 354 Smith St., at the hour of 7:01pm. Presiding was Vice-Chair Roger Bristol. Also present were Commissioners Kurt Kayner, Rhonda Giles, Jeremy Moritz, David Smid, Kent Wullenwaber, and Youth Advisor Quinton Sheridan. Absent was Chairperson Todd Culver. Staff present were Contract Planner Jordan Cogburn, and City Recorder/Assistant City Administrator Michele Eldridge.

Concerned Citizens in the Audience: Several citizens were in attendance, but all were present for the land use review on the agenda.

THE MATTER OF THE FRED PROPERTY LLC COMPREHENSIVE PLAN MAP AMENDMENT AND CONCURRENT REZONE APPLICATION (LU 413 & LU 414)

Vice-Chair Bristol read aloud the script as required by land use laws, along with the process for requesting a continuance, as well as that to request that the record stay open.

The Public Hearing was opened at 7:06pm

Vice-Chair Bristol asked if there were any conflicts of interest to declare, or any ex parte contact. There were none, and no rebuttals of such.

Applicants Presentation: Karl Mueller, of 846 A St., in Springfield, after noting that it was rather different to put his presentation before the staff report, commented that the application is consistent with the relative criteria. The purpose for the requested zone change is for Mr. Tim Walter to develop the property to be used for assisted living. There was a note in the staff report, that the staff wasn't able to confirm the true intention of the redesignation and rezone request because that type of use is conditionally allowed in the zone. However, he noted that there is more density allowed in the R-2 zone. He is here to answer questions about the development.

- Bristol asked him about his comment on why he was applying for the zone change, and that the reason for that path, was because of the density allowed in the R-2 zone?
- Mueller told him yes. He was looking for a higher density than what is allowed by a conditional use in the R-1 zone. That's why we applied for a zone change and comprehensive plan map amendment, because there are higher density values in the R-2 zone.
- Moritz asked him how many units they were planning?
- Mueller thought it was about 14 per acre.
- Moritz asked for confirmation of the property being two and a quarter acre?
- Mueller told him that was correct.
- Cogburn told him that there are constraints in the R-1 zone, where they would be constrained to a certain density.

Staff Report: Cogburn indicated that Mr. Mueller will have an opportunity to respond to his staff report. They have met the minimum criteria required for this request. That includes HMC 18.120 in relation to amendments to the Comprehensive Plan Map, as well as complying with the Comprehensive Plan, goals 1 through 19, and also complies with the Oregon Statewide planning goals. He didn't find any inconsistencies with code, or with the plan. His only real question was the intent of this development. There are multiple definitions for residential facilities, and the state regulates one kind of facility, while other facilities might have apartments. He thanked Mueller for letting us know the intent. It's difficult to maximize the use of a buildable lot, unless an applicant is allowed maximum density. He noted that this is not a spot zone, because the property is adjacent to the R-2 zone, even though it is currently R-1. As he noted in his staff report, the addition of this property to the R-2 zone will alleviate some of the deficit in that multi-family zones; however, it will also nullify any gains made in alleviating the R-1 deficit as the result of annexation and subsequent rezoning of the site. Staff recommends the approval of this request to the City Council.

- Bristol asked about the services to this location.
- Cogburn told him there were no problem with services to the site, and we are ok with traffic demand to that site as well.
- Moritz said that he knew we are talking about a zone change here, but oftentimes, when you look at a site plan, you get to look into the traffic numbers. Is that something we get to look at? Are they putting in a dead-end street, or a not-through street?
- Cogburn told him that at this meeting, we are only recommending that the property be allowed to apply a higher density value. They will still have to apply for a site plan review. We are not approving that at this time.
- Kayner said yeah, City Council has to do that. This is a recommendation.
- Cogburn said that was correct. There are two public hearings required for this type of request.
- Moritz said that they were used to seeing more information.
- Bristol added that he had wondered why we don't have a site plan to look at.
- Cogburn said that there isn't a site plan, because there has been no development proposed yet.
- Bristol added then that's where we would see what kinds of units are being proposed.

- Kayner said then we need to decide if we want to participate in this, and make a recommendation to the City Council.
- Cogburn told him that was correct. You would consider the types of uses allowed in the R-2 zone, determine if it's compatible, and look at the Comprehensive Plan.
- Kayner said that we would not be allowed to create an island with the zoning.
- Cogburn told him that was correct, and this is also relieving some of the R-2 deficit.
- Moritz noted then we don't have enough.
- Cogburn told him that was correct.
- Moritz said then the R-2 zone is designed for apartment living, or assisted living.
- Cogburn said that it's common to see more duplexes in a multi-family residential zone. You don't normally see a large lot like this.
- Moritz thought that they would need a larger building, for this type of use.
- Mueller said that they aren't planning a larger building. This will be a campus setting, with clusters of buildings, and on site, there are people who can help with laundry, or food. But this is not a nursing home, which would be a large structure with cell rooms. It's more spread out. That's one of the things he brought up in his report; that there would be clusters of structures.
- Cogburn asked him if that was going to be like a 55 and over mobile home park?
- Mueller told him sort of.

Vice-Chair Bristol asked for Public Testimony, and for Testimony in opposition to the request: There were none.

Vice-Chair Bristol then asked for Neutral Testimony: Nancy Nolan, who is a retired librarian from the local school district, lives directly south of this property, with one neighbor in-between. Right now, they (at the subject property) have a barn and cows; and that was pretty cool. They have lived there over 30 years. At one time, we actually had land, and when we developed it, they had to have a culvert put in. Her point is, is that when this goes in, she wants to be clear about drainage. She paid thousands of dollars for that culverting. She doesn't want their property to be affected by development. She then asked if there will be two story buildings in this development?

- Mueller told her that there is not a specific development plan at this time.
- Nolan asked if they would be putting a fence on this? She liked your idea, but they are just a little nervous about change.
- Bristol told her that when it comes back as a site plan, that will be when we talk about fences.
- Cogburn noted that to be clear, there is a second hearing on this request that is required, before it is approved. Only then will the site plan be allowed to be applied for.
- Smid asked if we would be discussing any parking, or anything like that?
- Cogburn told him we would consider that, when the applicant comes back with a site plan. He added that when it comes to storm water, the applicant will need to contain most of it onsite.

The Public Hearing ended at 7:25pm.

- Smid motioned to approve the Fred Property LLC Comprehensive Plan Map Amendment and Concurrent Rezone Application (LU 413 & 414), Subject to Conditions of Approval Contained in the November 11, 2019 Staff Report. This motion is based on findings presented in the Staff Report to the Planning Commission on November 19, 2019, and Findings made by the Commission during Deliberations on the Request. He was seconded by Kayner.
- Realizing that the motion didn't make a recommendation to the City Council, nor were there any conditions of approval, Smid then motioned to recommend approval of the Fred Property, LLC Redesignation and Concurrent Rezone Request (LU 413-2019 and LU414-2019) to the City Council. This motion is based on findings contained in the November 11, 2019 Staff report, and on findings made during deliberations on the request. Kayner also seconded this motion. The Planning Commission then voted on the motion, which ultimately recommended to the City Council they approve the Fred Property, LLC Redesignation and Concurrent Rezone Request.
- Smid then motioned to withdraw his first motion; this was seconded by Kayner, and the Planning Commission voted unanimously to approve the withdrawal of the first motion. Because a vote had not been taken on the first motion, the motion to withdraw it superceded the original motion, leaving only the recommendation to the City Council that they approve the Redesignation and Concurrent Rezone Request for the Fred Property, LLC, resulting in a change from a R-1 Zoning Designation to the R-2 Zoning Designation as requested by the applicant.
- Vice-Chair Bristol *noted that as this recommendation is not the final decision, any participant not satisfied with this recommendation may submit additional testimony prior to, and during the City Council Public Hearing where a Final Decision may be made on this matter. Notice of the City Council public hearing will be sent to properties within 300-feet of the site, and those whom have submitted testimony on the matter a minimum of 20-days prior to the hearing.*

Others:

- Cogburn said at the last meeting, we approved a variance request for a panhandle lot. He had a discussion after the meeting and spoke with the interim city administrator about this issue. He spent some time researching this, and he believes that there is a crisis and additional interest in the lots, and we shouldn't have passed the variance, because there was well over the 150' maximum distance required for fire apparatus to reach the home, and a fire lane was not designated. That leaves the developer with two options, both of which are very expensive. They can either install sprinklers, or have the house burn down if there is a fire.
- Bristol stated then it was approved, but it didn't meet fire code.
- Cogburn said that was correct. The roadway width wasn't an issue, but with the distance involved, there should have been conditions requiring a fire lane, allowing no parking in it. The residents need to understand, that with the house being 300' back, there will be no parking allowed in the road, so that a fire truck can get in there. While a fire truck can move a car, nobody should have to deal with that.

- Bristol said that he would be happy to see a proposal.
- Cogburn said that he meets with John tomorrow. It should be addressed right away.
- Eldridge told the Planning Commission that the 2nd City Administrator Recruitment was still ongoing. The Personnel Committee is scheduled to meet tomorrow evening in order to review applications and determine how many qualified individuals they would like to interview. The City Council is scheduled for interviews on Dec 5th, 2019.

With no further business to discuss, the Planning Commission meeting adjourned at the hour of 7:39pm.

Chairperson

City Recorder

City of Harrisburg

PLANNING COMMISSION

NOTICE OF DECISION

REQUEST: The applicant requests approval of a Comprehensive Plan Map Amendment and concurrent Rezone (LU #413 & 414) of a property located at 770 and 776 N. 7th Street from Low Density to Medium Density designation and R-1 Single Family Residential to R-2 Medium Density Residential zoning.

LOCATION: Tax Lot 200 of Linn County Assessor's Map 15S-04W-10CA

HEARING DATE: November 19, 2019

ZONING: R-1 (Low Density Residential)

**APPLICANT/
OWNER:** Fred Property & Equipment LLC
445 N. 7th St.
Harrisburg, OR 97446

APPEAL DEADLINE: N/A

DECISION: The Harrisburg Planning Commission conducted a public hearing on November 19, 2019, and voted to recommend approval of the requests to the City Council, subject to the attached conditions of approval. The Planning Commission adopted the findings contained in the November 12, 2019 Staff Report to the Planning Commission, and portions of the minutes from the meeting that demonstrate support for the Planning Commission's actions.

APPEALS: As this is a Planning Commission recommendation and not a Final Decision, appeals are not applicable. Any party not satisfied with this recommendation may submit additional testimony prior to, and during the City Council Public Hearing where a Final Decision may be made on this matter. Notice of the scheduled City Council Public Hearing will be sent to properties within 300-feet of the site, and those whom have presented testimony on the matter a minimum of 20-days prior to the hearing.

EFFECTIVE PERIOD: The Planning Commission shall, within 63 days of the first hearing, recommend to the City Council either approval, disapproval, or modification of the proposed amendment.

After receiving the recommendation of the Planning Commission, the City Council shall hold a public hearing on the proposed amendment in accordance with the notice provisions of HMC 18.125.140. The City Council shall render a final decision on the amendment request within 90 days of receipt of the Planning Commission recommendation.

Planning Commission Chair Pro-Tem

UNAPPROVED