

## Council Packet

City of Halsey  
Regular Council Meeting  
Council Chambers  
Remote Attendance via Zoom  
100 W. Halsey Street

Tuesday August 9, 2022  
7:00 PM

## D. CONSENT AGENDA

<b>Consent Agenda</b>	
<b>Council Action:</b> <b>MOTION</b>	<b>August 9, 2022</b>

Any Councilor may request to remove an item from the consent agenda that they wish to have discussed and acted on outside the consent agenda. If there is no request made, Council may approve all the items on the consent agenda with a single motion.

1. Council Meeting Minutes – July 12, 2022

➤ **Possible Motion:** I move that the Governing Body of the City of Halsey approve the business items in the consent agenda as submitted.

- **Council Options**

1. Remove an item for separate consideration & decision.
2. Approve as recommended.
3. Provide further direction to staff.
4. Postpone approval

## REGULAR CITY COUNCIL MEETING

July 12, 2022, 7:00 p.m. at City Hall, 100 W Halsey St., Halsey, OR

*\*This hybrid meeting was also conducted as a teleconference, with external participation available via phone or video link.*

### MEETING CALLED TO ORDER

*Meeting called to order at 7:01 pm*

### ROLL CALL

Present: Mayor Jerry Lachenbruch, Council President Ken Lorensen, Councilor Randy McMillen, Councilor Michelle Isom, Councilor Jerry Gillson

Present Staff: City Administrator Hilary Norton, Assistant City Recorder Larissa Gangle, Librarian Sara Cooper

Absent: Councilor Christine Raven, Councilor Stacy Strauss

Guests: Tia Parrish (The Times Newspaper), Sergeant Steve Frambes (Linn Co. Sheriff's Office), Nathan Conroy, TJ Gillson, Holly Parrish, Michelle Tourtillot, Charles Tourtillot, Rayna Waltz

Remote: Public Works Lead Andy Ridinger

### PLEDGE OF ALLEGIANCE

### CONSENT AGENDA

The purpose of a consent agenda is to approve routine items in a single motion. Any councilor may request to remove an item that they wish to discuss and act upon outside of the consent agenda. If no request is made, Council may approve all the items on the consent agenda with a single motion.

Council Meeting Minutes – June 12, 2022

**Motion:** I move that the governing body of the City of Halsey approve the business items in the consent agenda as submitted.

**Motion by:** Councilor Isom, Seconded by Councilor Gillson

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

## FINANCIAL REPORTS

Council was asked to review and approve the Financial Reports and Journal Entries for June 2022. Approving the June Financial Report includes approving check numbers 19753-19793 in the amount of \$22,776.63. The prior month's final check number was 19752.

**Motion:** I move that the governing body of the City of Halsey approve the June 2022 Financial Reports and Journal Entries as submitted.

**Motion by:** Councilor Gillson, Seconded by Council President Lorensen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

## AGENDA ADJUSTMENTS

Administrator Norton requested that Item J.1. be moved up to delegations.

## DELEGATIONS

### Oregon RAIN Update—Nate Conroy

Nate provided a summary of RAIN's second quarter activity to Council. Michelle Tourtilott, a local entrepreneur, spoke about her experience with RAIN and how the program has helped to develop both her business and her husband's businesses.

A question was asked about how many have been helped in Halsey since Nate became a part of the program. Nate estimates that about four people have been helped during his tenure. Administrator Norton stated that the last local event held in Halsey was in 2019 and asked for more events (at least 1-2 per year), as well as plenty of notification prior to the event so that it may be adequately advertised.

### Linn County Sheriff's Office—Sergeant Frambes

Sergeant Frambes reviewed the June sheriff's report. There were 2 arrests in the City in the month of June, both for car theft committed by the same individual. A question was asked about illegal fireworks and how they are handled. Unless they physically see the individual light the firework, they can only provide a warning. Anyone who observes illegal fireworks being set off should call the non-emergency line to report it.

## CITIZEN COMMENTS

There were no citizen comments.

## REPORTS TO COUNCIL

### Employee Reports

City Administrator Report - Hilary Norton

The League of Oregon Cities Conference will be held in Bend from October 5<sup>th</sup> -7<sup>th</sup>. Administrator Norton asked if any members of Council are interested in attending. Councilor Isom and Mayor Lachenbruch expressed interest.

The City has received a complaint about unmuffled engine braking on O Street/Crook Drive, and a request for Council to pass an ordinance. "Jake Brakes" are not illegal, but *unmuffled* engine braking is illegal. By federal law (49 USC 14501) local governments cannot pass ordinances regulating motor carriers. The State has prohibited *unmuffled* engine braking (ORS 811.492). Administrator Norton explained the city can request a sign stating that unmuffled braking is illegal and the associated fine. The Linn County Roadmaster warned that certain communities have asked to remove their posted signs due to intentional unmuffled braking in response to the signs. Linn County Sheriff's Office also expressed the difficulty of enforcing the law.

Linn County Sheriff's Office has added O Street to focus patrol for speeding. This has helped in similar circumstances in other communities they serve.

Pacific Power has requested to use city land to stage materials during the Highway 99 project. An agreement will be signed that will require the property to be returned to the City in the same or better condition than it was prior. Administrator Norton requested Council's permission to allow city property to be used for this purpose. Approval was granted by consensus.

The emergency exit door at City Hall and the new lock for the Community center are installed and working well. The Community Center is available for reservations again.

Julia Fox has been assigned as Halsey's RARE member. She will begin her term in September 2022. Due to housing shortage, Council was asked if requesting a hardship permit for an RV residence would be an option they would consider if housing were not available when needed. There was consensus.

Administrator Norton requested Council's permission to attend an Economic Development Course in Olympia Washington in September. She has applied for a scholarship to help with the cost.

Administrator Norton reviewed the rules of the City Charter regarding attendance requirements for Council. If Council members miss all city meetings inside a 60-day period the Council may declare the seat vacant. One Councilor has exceeded this limit, and said she may resign due to increasing family commitments. Remote attendance is allowed.

#### Library Report – Sara Cooper

Sara reviewed the June Library report and spoke about the Summer Reading Program Events. The threshold count continues to rise. It was at 6.36 patrons per day in the month of June.

#### Public Works Report – Andy Ridinger

Andy reviewed the Public Works report. There was a water leak on 6<sup>th</sup> street and public works was able to fix the leak within 40 minutes, keeping the community's water off for only a short time. The second

lagoon treatment has been completed. The public works team has been working to keep ahead on mowing and spraying. The City Hall parking lot and parking spots downtown have been repainted. The Public Works was invited to the Elementary School for a safety day, they brought the backhoe to the event and educated about the importance of safety with equipment. A question was asked about the wastewater figures, as they seem abnormally high for this time of year. Andy will double check the numbers.

#### Council Priorities Update – Hilary Norton

In October of 2021, Council adopted City Council Priorities for 2022-2023. This is a quarterly update on staff progress toward these goals.

Water System Improvements: GSI Water Solution's recommendation and Council consensus was to replace Well #69. Oregon Water Resources (OWRD) says it should be possible to transfer the water rights to the new well. Funding for the well would be available as another low interest loan (forgivable) from Business Oregon. One option is to apply for this, see what kind of loan forgiveness the City can get, and then pay part or all of the remaining loan with the ARPA funds. Other possible funding options are still being investigated.

Building Repairs and Facility Improvements: The City is researching possible asset management & maintenance tracker software. The fuel tanks are on hold until the new well location is determined. The electronic Community Center sign is on hold until after the Hwy 99 Project is complete.

Wastewater Treatment and Sewer I&I Improvements: The I&I report should be complete in July of 2022 and will be presented to Council in August. The original plan was to use ARPA funds to do as much of the I&I work as possible. This is on hold until funding is determined for Well 69.

Financial Stewardship: Thus far the City revenue has not been as heavily impacted by the recession. Property tax and utility revenue has held steady. The City has been able to budget for the utility billing improvements, which will be implemented during this fiscal year.

RARE Program Participant: Julia Fox will begin her term on September 12<sup>th</sup>.

Emergency Response Plan: This will be one of the projects the RARE member will work on. Preliminary research has been gathered and resources lined up.

Halsey Park Improvements: This also is a project the RARE member will be involved in coordinating.

Vehicle Replacements: The City was able to budget for the ditch mower in the 2022-2023 fiscal year. Administrator Norton has not found a nearby city interested in sharing purchase on a manlift but may have a couple of leads on where The City may be able to access existing equipment through an Intergovernmental Agreement. Other options are being explored.

Improve Street Maintenance: The engineering design for the East B Street project is complete. Due to timing and the need for Alyrica to relocate a utility box, Administrator Norton recommended holding

construction until next summer. The City will still be eligible to apply for another Small Cities Allotment Grant this year. Stop signs, traffic signs, and budgeting for additional street maintenance are ongoing.

Council Leadership and Community Engagement: Council was asked if they would like to schedule a reoccurring event to connect with the community. There was discussion. Council agreed to hold a monthly event on Fridays with time and location to be determined.

## **OLD BUSINESS**

### REAL (Rural Economic Alliance) Partnership Progress

REAL is currently working on a new website to provide a visible presence online, as well as a centralized point of contact. Administrator Norton provided a preview of the website. A video that was recently compiled by REAL was also presented, which included Mayor Lachenbruch and highlights the value of small towns and promoting growth in Halsey and other small communities.

## **NEW BUSINESS**

### LOC Lobbying Survey

In preparation for the 2023 Legislative season, the League of Oregon Cities has circulated a survey and asked that the City Council submit their top four concerns on behalf of the City of Halsey. There was discussion. Council came to a consensus to focus on five concerns, including: Water & Utility Rate Fund Assistance, Infrastructure Funding to Support Needed Housing, Address Measure 110 Shortcomings, Digital Equity & Inclusion, and Infrastructure Financing and Resilience.

### Linn County Sheriff's Office Intergovernmental Agreement

The city needs to sign a new agreement with the Linn County Sheriff's Office. The old agreement ended on June 30, 2022.

**Motion:** I move that the Governing Body of the City of Halsey approve the Intergovernmental Agreement Between the City of Halsey and the Linn County Sheriff's Office as Submitted.

**Motion by:** Councilor Gillson, Seconded by Councilor McMillen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

## **ADJOURNMENT**

*Meeting adjourned at 8:20 pm*

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**Municipal Clerk Madison LaCoste**

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**Mayor Jerry Lachenbruch**

## E. FINANCIAL REPORTS

Financial Reports & Journal Entries		
<b>Council Action:</b>	<b>MOTION</b>	<b>August 9, 2022</b>

**Issue Statement:** Council is asked to review and approve the Financial Reports and Journal Entries for August 2022.

### Summary:

Approving the August Financial Report includes approving check numbers 19794-19851 in the amount of \$74,330.29. The prior month's final check number was 19793.

- **Possible Motion:** I move that the Governing Body of the City of Halsey approve the July 2022 Financial Reports and Journal Entries as Submitted
  - **Council Options**
    1. Approve as recommended.
    2. Approve with amendments.
    3. Provide further direction to staff.
    4. Deny or Postpone request.



CITY OF HALSEY  
 COMBINED CASH INVESTMENT  
 JULY 31, 2022

<u>COMBINED CASH ACCOUNTS</u>		
01-0001001	COMBINED CASH - CHECKING	12,875.32
01-0001002	MONEY MARKET	65,046.99
01-0001003	INVESTMENT POOLED	1,871,552.07
		<hr/>
	TOTAL COMBINED CASH	1,949,474.38
01-0001000	CASH ALLOCATED TO OTHER FUNDS	( 1,949,474.38)
		<hr/>
	TOTAL UNALLOCATED CASH	<u>.00</u>

<u>CASH ALLOCATION RECONCILIATION</u>		
10	ALLOCATION TO (10) GENERAL FUND	357,642.15
18	ALLOCATION TO VEHICLE & EQUIP RESERVE	16,081.95
20	ALLOCATION TO (20) STREET FUND	136,408.82
25	ALLOCATION TO (25) STREET & PATHWAY FUND	72,194.75
40	ALLOCATION TO (40) BOND FUND	57,944.62
55	ALLOCATION TO (55) LIBRARY FUND	18,729.33
60	ALLOCATION TO (60) WATER FUND	248,318.96
61	ALLOCATION TO (61) SEWER FUND	253,810.34
62	ALLOCATION TO (62) WATER RESERVE FUND	309,457.55
63	ALLOCATION TO (63) SEWER RESERVE FUND	157,295.91
65	ALLOCATION TO STORM WATER BLUE HERON FUND	29,394.07
68	ALLOCATION TO (68) STORM WATER DRAINAGE FUND	13,882.57
72	ALLOCATION TO (72) WATER SYSTM DEVELOP CHG	107,216.82
73	ALLOCATION TO (73) SEWER SYSTM DEVELOP CHG	30,738.66
74	ALLOCATION TO (74) STORMWATER SYSTEM DEVELOP	123,222.71
80	ALLOCATION TO (80) VETERANS MEMORIAL PARK	11,675.57
85	ALLOCATION TO (85) HALSEY CITY PARK FUND	5,459.60
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,949,474.38
	ALLOCATION FROM COMBINED CASH FUND - 01-0001000	( 1,949,474.38)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

Pacific Continental Checking (Operating Checking) (1)  
July 31, 2022

Account: 010001001

Bank Account Number: 25500067

Bank Statement Balance:	37,603.00	Book Balance Previous Month:	12,417.58
Outstanding Deposits:	731.70	Total Receipts:	115,820.24
Outstanding Checks:	25,459.38	Total Disbursements:	115,362.50
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	12,875.32	Book Balance:	12,875.32

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
1107	257.16	1112	474.54				
						Total:	731.70

Deposits cleared: 29 items    Deposits Outstanding: 2 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
6	22.03-	18163	.85	19423	154.84	19850	81.00
7	3.86-	18170	.50	19774	75.00	19851	200.00
8	15.42-	18344	2,000.00	19806	1,800.00	727202	211.35
9	13.77-	18489	100.00	19819	30.00	727202	8,239.56
14206	27.52	18511	150.00	19832	1,683.56	727202	1,856.81
17523	23.44	18692	28.50	19833	1,000.00	727202	5,387.59
17752	316.65	19068	28.50	19839	137.53	727202	700.00
18058	53.23	19077	68.45	19840	124.67	225201	260.20-
18073	154.00	19120	120.00	19841	245.00		
18155	1.63	19370	112.03	19848	715.75	Total:	25,459.38
18156	13.27	19370	112.03-	19849	45.46		

Checks cleared: 60 items    Checks Outstanding: 41 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

<<Partially cleared

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

Money Market Account (Money Market) (2)  
July 31, 2022

Account: 010001002  
Bank Account Number: 25500059

Bank Statement Balance:	62,457.83	Book Balance Previous Month:	125,549.21
Outstanding Deposits:	2,589.16	Total Receipts:	39,682.89
Outstanding Checks:	.00	Total Disbursements:	100,185.11
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	65,046.99	Book Balance:	65,046.99

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
1113	2,589.16						
						Total:	<u>2,589.16</u>

Deposits cleared: 17 items    Deposits Outstanding: 1 items

Outstanding Checks

No outstanding checks found!  
Checks cleared: 5 items    Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
<b>JOURNAL ENTRIES (JE)</b>						
07/31/2022	1	LGIP Interest	01-0001003	Investment Pooled	1,979.64	
07/31/2022	2	LGIP Interest	10-000-40-650	Interest on Investments	.00	363.17-
07/31/2022	3	LGIP Interest	18-000-40-650	Interest on Investments	.00	16.33-
07/31/2022	4	LGIP Interest	20-000-40-650	Interest on Investments	.00	138.52-
07/31/2022	5	LGIP Interest	25-000-40-650	Interest on Investments	.00	73.31-
07/31/2022	6	LGIP Interest	40-000-40-650	Interest on Investments	.00	58.84-
07/31/2022	7	LGIP Interest	55-000-40-650	Interest on Investments	.00	19.02-
07/31/2022	8	LGIP Interest	60-000-40-650	Interest on Investments	.00	252.16-
07/31/2022	9	LGIP Interest	61-000-40-650	Interest on Investments	.00	257.74-
07/31/2022	10	LGIP Interest	62-000-40-650	Interest on Investments	.00	314.25-
07/31/2022	11	LGIP Interest	63-000-40-650	Interest on Investments	.00	159.73-
07/31/2022	12	LGIP Interest	65-000-40-650	Interest on Investments	.00	29.85-
07/31/2022	13	LGIP Interest	68-000-40-650	Interest on Investments	.00	14.10-
07/31/2022	14	LGIP Interest	72-000-40-650	Interest on Investments	.00	108.88-
07/31/2022	15	LGIP Interest	73-000-40-650	Interest on Investments	.00	31.21-
07/31/2022	16	LGIP Interest	74-000-40-650	Interest on Investments	.00	125.13-
07/31/2022	17	LGIP Interest	80-000-40-650	Interest on Investments	.00	11.86-
07/31/2022	18	LGIP Interest	85-000-40-650	Interest on Investments	.00	5.54-
Total 722:					<u>102,664.67</u>	<u>102,664.67-</u>
Total JOURNAL ENTRIES (JE):					<u>1,979.64</u>	<u>1,979.64-</u>
References: 18 Transactions: 18						
Grand Totals:					<u>102,664.67</u>	<u>102,664.67-</u>

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
<b>CASH RECEIPTS - MANUAL ENTRIES (CRJE)</b>						
07/31/2022	1	MM Interest	01-0001002	Money Market	.88	
07/31/2022	2	MM Interest	10-000-40-650	Interest on Investments	.00	.88-
Total CASH RECEIPTS - MANUAL ENTRIES (CRJE):					<u>.88</u>	<u>.88-</u>

References: 2 Transactions: 2

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
<b>CASH DISBURSEMENTS - MoneyMkt (CD2)</b>						
07/31/2022	1	Trans MM to CK	01-0001001	Combined Cash - Checking	25,000.00	
07/31/2022	2	Trans MM to CK	01-0001002	Money Market	.00	25,000.00-
07/31/2022	3	Trans MM to CK	01-0001001	Combined Cash - Checking	30,000.00	
07/31/2022	4	Trans MM to CK	01-0001002	Money Market	.00	30,000.00-
07/31/2022	5	Trans MM to CK	01-0001001	Combined Cash - Checking	45,000.00	
07/31/2022	6	Trans MM to CK	01-0001002	Money Market	.00	45,000.00-
07/31/2022	7	Returned Check/ACH	01-0001075	Utility Cash Clearing Account	87.69	
07/31/2022	8	Returned Check/ACH	01-0001002	Money Market	.00	87.69-
07/31/2022	9	Bank Fees	10-110-55-5545	Bank Fees/Misc Expense	97.42	
07/31/2022	10	Bank Fees	01-0001002	Money Market	.00	97.42-
Total CASH DISBURSEMENTS - MoneyMkt (CD2):					<u>100,185.11</u>	<u>100,185.11-</u>

References: 10 Transactions: 10

Report Criteria:

Include transaction count

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
<b>CASH DISBURSEMENTS (CD)</b>						
07/31/2022	1	PERS Adj Madi	10-110-50-5402	PERS Retirement-Employer	499.04	
07/31/2022	2	PERS Adj Madi	01-0001001	Combined Cash - Checking	.00	499.04
Total CASH DISBURSEMENTS (CD):					<u>499.04</u>	<u>499.04</u>

References: 2 Transactions: 2

Report Criteria:

- Computed checks included
- Manual checks included
- Supplemental checks included
- Termination checks included
- Void checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
07/29/2022	PC	07/29/2022	7292022	Norton, Hilary	130		01-0001001	5,616.70-
07/29/2022	PC	07/29/2022	7292022	Andy Ridinger	210		01-0001001	4,136.02-
07/29/2022	PC	07/29/2022	7292022	Gangle, Larissa Michele	241		01-0001001	3,220.31-
07/29/2022	PC	07/29/2022	7292022	William Jones	245		01-0001001	2,560.47-
07/29/2022	PC	07/29/2022	7292022	Sara Cunningham Cooper	255		01-0001001	1,518.28-
07/29/2022	PC	07/29/2022	7292022	Madison LaCoste	256		01-0001001	1,468.55-
Grand Totals:			<u>6</u>					<u>18,520.33-</u>



Date	Check Number	Payee or Description	Check Amount
07/31/2022	1	PERS Adj Madi	499.04
07/31/2022	1	Trans MM to CK	25,000.00
07/31/2022	3	Trans MM to CK	30,000.00
07/31/2022	5	Trans MM to CK	45,000.00
07/31/2022	7	Returned Check/ACH	87.69
07/31/2022	9	Bank Fees	97.42
07/07/2022	19794	Aggregate Resource Crushing, LLC	635.07
07/07/2022	19795	AT&T	100.42
07/07/2022	19796	Brownsville Body Shop	214.00
07/07/2022	19797	Carlson Hardware Inc.	166.09
07/07/2022	19798	Summary Transactions from AP System	4,684.61
07/07/2022	19799	Civil West Engineering Services, Inc.	3,147.00
07/07/2022	19800	Correct Equipment	3,456.00
07/07/2022	19801	Devco Engineering Inc.	7,487.07
07/07/2022	19802	Sheri Falk	30.00
07/07/2022	19803	Furrow Pump	114.79
07/07/2022	19804	Jano's Trophies	67.00
07/07/2022	19805	Jerry's Home Improvement	230.62
07/07/2022	19806	JSG Lawn Maintenance	1,800.00
07/07/2022	19807	League of Oregon Cities	901.46
07/07/2022	19808	Legacy	1,740.00
07/07/2022	19809	McKinley Printing Company	208.00
07/07/2022	19810	Norm's Electric Inc.	237.66
07/07/2022	19811	Old Republic Surety Group	720.00
07/07/2022	19812	One Call Concepts Inc.	12.00
07/07/2022	19813	Otis Elevator Company	472.80
07/07/2022	19814	Pump Tech, Inc.	5,166.69
07/07/2022	19815	Roome Telecommunications Inc.	234.28
07/07/2022	19816	Steven or Diane Sprenger	70.00
07/07/2022	19817	The Times	105.63
07/14/2022	19818	CECO, Inc.	368.59
07/14/2022	19819	Cascade Corvette Club	30.00
07/14/2022	19820	CIS	27,011.72
07/14/2022	19821	Executive Cleaning	572.00
07/14/2022	19822	Kelley Connect	381.97
07/14/2022	19823	Linn County Planning and Building Dept	164.73
07/14/2022	19824	Local Government Law Group, PC	780.00
07/14/2022	19825	Morley Thomas Law	300.00
07/14/2022	19826	OM Stone	165.00
07/14/2022	19827	Pacific Power	3,301.28
07/14/2022	19828	Petty Cash	189.73
07/14/2022	19829	Security Alarm Corp	122.51
07/14/2022	19830	Tera Shook	30.00
07/14/2022	19831	Wilbur-Ellis Company LLC	613.67
07/21/2022	19832	Cardmember Service	1,683.56
07/21/2022	19833	CWRC	1,000.00
07/21/2022	19834	KS Chems	59.98
07/21/2022	19835	NW Natural Gas	63.28
07/21/2022	19836	Oregon Cascades West Council of Gov	1,467.83
07/21/2022	19837	Renewable Resource Group, Inc	319.00
07/21/2022	19838	SAIF Corporation	2,126.38
07/21/2022	19839	Security Alarm Corp	137.53
07/21/2022	19840	U.S. Postal Service	124.67
07/21/2022	19841	Van Dyke's Signmakers	245.00
07/27/2022	19842	Void Check	.00
07/27/2022	19843	Void Check	.00
07/27/2022	19844	Void Check	.00

Date	Check Number	Payee or Description	Check Amount
07/27/2022	19845	Void Check	.00
07/27/2022	19846	Void Check	.00
07/27/2022	19847	KS Chems	28.46
07/27/2022	19848	National Business Solutions	715.75
07/27/2022	19849	ODP Business Solutions, LLC	45.46
07/27/2022	19850	Shayla Silacci	81.00
07/27/2022	19851	Willamette Valley Refrigeration	200.00
07/29/2022	92201	DIRECT DEPOSIT TOTAL	18,520.33
07/27/2022	72720221	AFLAC	211.35
07/27/2022	72720222	EBS Trust, CIS- Benefits	8,239.56
07/27/2022	72720223	IRS Tax Deposit	5,617.53
07/27/2022	72720224	Oregon Dept of Revenue - WC/UI	1,856.81
07/27/2022	72720225	P.E.R.S.	5,387.59
07/27/2022	72720226	VOYA	700.00
07/29/2022	72920221	Norton, Hilary - DIR DEP	.00
07/29/2022	72920222	Andy Ridinger - DIR DEP	.00
07/29/2022	72920223	Gangle, Larissa Michele - DIR DEP	.00
07/29/2022	72920224	William Jones - DIR DEP	.00
07/29/2022	72920225	Sara Cunningham Cooper - DIR DEP	.00
07/29/2022	72920226	Madison LaCoste - DIR DEP	.00
Grand Totals:			<u>215,547.61</u>

Check No.	Check Date	Vendor No.	Payee	Description	GL Account	Amount Pd
19794	07/07/2022	711	Aggregate Resource	Crushing, LL Lagoon Rock	61-320-55-5679	635.07
19795	07/07/2022	24	AT&T	LONG DISTANCE-ACCOUNT # 020787	61-320-55-5662	100.42
19796	07/07/2022	36	Brownsville Body Shop	Fuel	61-320-55-5691	214.00
19797	07/07/2022	46	Carlson Hardware Inc.	Shop Supplies-June 2022	61-320-55-5606	166.09
19798	07/07/2022	559	Chown Hardware	Community Center Door Lock-Equipment	10-110-60-6016	4,684.61
19799	07/07/2022	945	Civil West Engineering Services, I	Wastewater Study	61-320-55-5900	3,147.00
19800	07/07/2022	1049	Correct Equipment	Backwash Meter	60-310-60-6001	3,456.00
19801	07/07/2022	91	Devco Engineering Inc.	East B Street Road Improvements	20-210-60-6002	7,487.07
19802	07/07/2022	1113	Sheri Falk	Community Center Reservation 6/28/22-Deposit	10-110-55-5885	30.00
19803	07/07/2022	121	Furrow Pump	CL2 Injector Kits	61-320-55-5675	114.79
19804	07/07/2022	166	Jano's Trophies	Dedication Plaques for Train	10-110-60-6016	67.00
19805	07/07/2022	170	Jerry's Home Improvement	Misc. Shop Supplies	61-320-55-5606	230.62
19806	07/07/2022	1062	JSG Lawn Maintenance	Monthly Landscape Services-July 2022	10-110-55-5910	1,800.00
19807	07/07/2022	192	League of Oregon Cities	Membership Dues-FY 2022-23	10-110-55-5731	901.46
19808	07/07/2022	1100	Legacy	Annual Generator Inspection & Services	60-310-55-5701	1,740.00
19809	07/07/2022	230	McKinley Printing Company	#10 Envelopes	10-110-55-5611	208.00
19810	07/07/2022	258	Norm's Electric Inc.	Power Supply for Community Center Lock	10-110-60-6016	237.66
19811	07/07/2022	748	Old Republic Surety Group	Bond Payment 7/01/2022	10-110-55-5551	720.00
19812	07/07/2022	272	One Call Concepts Inc.	Line Locates	61-320-55-5546	12.00
19813	07/07/2022	292	Otis Elevator Company	Maintenance Service 7/1/22-12/31/22	10-110-55-5689	472.80
19814	07/07/2022	815	Pump Tech, Inc.	Lagoon Auto Dialer	61-320-60-6001	5,166.69
19815	07/07/2022	332	Roome Telecommunications Inc.	LIBRARY	55-410-55-5664	234.28
19816	07/07/2022	1114	Steven or Diane Sprenger	Park Pavillion Reservation 7/23/22-Cancelled	85-510-55-5885	70.00
19817	07/07/2022	383	The Times	Legal Notice- Water/Sewer Rate Public Hearing	10-110-55-5741	105.63
19818	07/14/2022	47	CECO, Inc.	Fuel	61-320-55-5615	368.59
19819	07/14/2022	703	Cascade Corvette Club	Deposit Refund- Park Pavillion 7/8/2022	85-510-55-5885	30.00
19820	07/14/2022	1004	CIS	Property/Liability 2022-23 Coverage Renewal	10-110-55-5580	27,011.72
19821	07/14/2022	954	Executive Cleaning	Contract Janitorial Services- June 2022	10-110-55-5680	572.00
19822	07/14/2022	1014	Kelley Connect	Monthly Copier Contract	61-320-55-5702	381.97
19823	07/14/2022	205	Linn County Planning and Buildin	Plan Review Fees COH-22-04 & COH-22-07	10-110-55-5561	164.73
19824	07/14/2022	1042	Local Government Law Group, P	Legal Services	10-110-55-5721	780.00
19825	07/14/2022	957	Morley Thomas Law	City Municipal Judge- July 2022	10-110-55-5648	300.00
19826	07/14/2022	859	OM Stone	Veterans Memorial On-Site Engraving for Additi	80-510-55-5550	165.00
19827	07/14/2022	297	Pacific Power	5th & L Pump	60-310-55-5672	3,301.28
19828	07/14/2022	308	Petty Cash	VW Car Wash	10-110-55-5615	189.73
19829	07/14/2022	688	Security Alarm Corp	Fire & Security Monitoring-August 2022	10-110-55-5771	122.51
19830	07/14/2022	1115	Tera Shook	Deposit Refund-Pavillion 7/9/2022	85-510-55-5885	30.00
19831	07/14/2022	422	Wilbur-Ellis Company LLC	Spray	68-330-55-5601	613.67
19832	07/21/2022	665	Cardmember Service	Library Supplies	55-410-55-5616	1,683.56
19833	07/21/2022	950	CWRC	2021-2022 Annual Membership Dues	10-110-55-5731	1,000.00
19834	07/21/2022	567	KS Chems	Paper Products-City hall	10-110-55-5680	59.98
19835	07/21/2022	263	NW Natural Gas	CITY SHOP	60-310-55-5671	63.28
19836	07/21/2022	274	Oregon Cascades West Council o	Annual Membership Dues 7/1/22-6/30/23	10-110-55-5731	1,467.83
19837	07/21/2022	19	Renewable Resource Group, Inc	Water/Sewer Lab Testing	61-320-55-5860	319.00
19838	07/21/2022	1054	SAIF Corporation	Worker's Compensantion Insurance	10-110-55-5590	2,126.38
19839	07/21/2022	688	Security Alarm Corp	Repair/Troubleshoot Emergency Exit Door Mag	10-110-55-5771	137.53
19840	07/21/2022	314	U.S. Postal Service	Newsletter Postage-August 2022	10-110-55-5610	124.67
19841	07/21/2022	405	Van Dyke's Signmakers	Train Pavillion Sign	10-110-60-6016	245.00
19847	07/27/2022	567	KS Chems	Park-Hand Soap	85-510-55-5865	28.46
19848	07/27/2022	1110	National Business Solutions	Contract IT Support- 7/15-8/15/2022	10-110-55-5770	715.75
19849	07/27/2022	791	ODP Business Solutions, LLC	Office Supplies	10-110-55-5616	45.46
19850	07/27/2022	656	Shayla Silacci	Deposit Refund-Account # 1063.02	01-0001075	81.00
19851	07/27/2022	902	Willamette Valley Refrigeration	Commercial Fridge Maintenance- March, July, N	10-110-55-5619	200.00

Grand Totals:

74,330.29

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

City Recorder: \_\_\_\_\_



# LINN COUNTY SHERIFF'S OFFICE

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

## 2022

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

**FOR THE MONTH OF: July**

TRAFFIC CITATIONS: -----	7
TRAFFIC WARNINGS: -----	13
TRAFFIC CRASHES: -----	0
ADULTS CITED/VIOLATIONS: -----	0
ADULTS ARRESTED : -----	1
JUVENILES CITED/VIOLATIONS: -----	1
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED: -----	63

*Michelle  
w/ harrsburg  
0915-2200*

TOTAL HOURS SPENT: \_\_\_\_\_ hours

**CONTRACT HOURS= 72 HOURS**

**Michelle Duncan,  
Sheriff, Linn County**

**By: Sergeant Steven Frambes**



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

This Report Encompasses: 7/1/22 to 7/31/22

Total Incidents This Month: **63**

Incident Information:	Description
CAD# 2022113368 TIME: 7/1/2022 3:26:55PM CASE# CAD Only HALS HALSEY	FOLLOW UP Reported at Block of 300 W 2ND ST HALS <hr/> Follow up regarding ongoing case.
CAD# 2022114275 TIME: 7/2/2022 10:13:21PM CASE# CAD Only HALS HALSEY	FIREWORK COMPLAINT Reported at Block of 000 E B ST/E 1ST ST HALS <hr/> Fireworks complaint. Noted.
CAD# 2022114964 TIME: 7/3/2022 11:07:44PM CASE# CAD Only HALS HALSEY	FIREWORK COMPLAINT Reported at Block of 000 W 1ST ST HALS <hr/> Fireworks Complaint.
CAD# 2022115205 TIME: 7/4/2022 11:39:08AM CASE# 2202541 HALS REPORT TAKEN	Report Filed. THEFT 1 - FROM VEHICLE Reported At Block Of 600 ROYAL TERN AVE Occurred between 2300 hours on 7/3/2022 and 0800 hours on 7/4/2022 . Reported: <hr/> Sometime between 2300 hours and 0800 hours this morning, a vehicle was broken into and several items were taken including tools and a cloth cooler valued at \$ 1100. A deputy is investigating.
CAD# 2022117046 TIME: 7/6/2022 9:34:17PM CASE# CAD Only HALS HALSEY	FIREWORK COMPLAINT Reported at Block of 000 E 3RD ST/HWY 228 HALS <hr/> Fireworks complaint.

Incident Information:

Description

GADP: 202211230  
TIME: 7/8/2022 10:00  
CASE#: GAD Only  
HALS  
FOLLOWUP COMPLETE

REAR END COLLISION Reported at Block of 100 W 2ND ST/ROYAL TERR IN HALS

GADP: 202211230  
TIME: 7/8/2022 10:00  
CASE#: GAD Only  
HALS  
FOLLOWUP COMPLETE

REAR END COLLISION Reported at Block of 100 W 2ND ST/ROYAL TERR IN HALS

GADP: 202211230  
TIME: 7/8/2022 10:00  
CASE#: GAD Only  
HALS  
FOLLOWUP COMPLETE

REAR END COLLISION Reported at Block of 100 W 2ND ST/ROYAL TERR IN HALS

GADP: 202211230  
TIME: 7/8/2022 10:00  
CASE#: GAD Only  
HALS  
FOLLOWUP COMPLETE

REAR END COLLISION Reported at Block of 100 W 2ND ST/ROYAL TERR IN HALS

GADP: 202211230  
TIME: 7/8/2022 10:00  
CASE#: GAD Only  
HALS  
FOLLOWUP COMPLETE

REAR END COLLISION Reported at Block of 100 W 2ND ST/ROYAL TERR IN HALS

GADP: 202211230  
TIME: 7/8/2022 10:00  
CASE#: GAD Only  
HALS  
WARNING EQUIPMENT VIOL

REAR END COLLISION Reported at Block of 100 W 2ND ST/ROYAL TERR IN HALS  
warned for driving without lights

Incident Information:

Description

CAD#: 202210574  
TIME: 7/12/22 11:07  
CASE#: CAD010  
HALS: TRUE

ALERTING URG-CALL Reported at Block of 800 W/ 31ST ST HALS  
No Public Narrative

CAD#: 202210575  
TIME: 7/12/22 11:07  
CASE#: CAD010  
HALS: TRUE

ALERTING URG-CALL Reported at Block of 800 W/ 31ST ST HALS  
No Public Narrative

CAD#: 202210576  
TIME: 7/12/22 11:07  
CASE#: CAD010  
HALS: TRUE

ALERTING URG-CALL Reported at Block of 800 W/ 31ST ST HALS  
No Public Narrative

CAD#: 202210577  
TIME: 7/12/22 11:07  
CASE#: CAD010  
HALS: TRUE

ALERTING URG-CALL Reported at Block of 800 W/ 31ST ST HALS  
No Public Narrative

CAD#: 202210578  
TIME: 7/12/22 11:07  
CASE#: CAD010  
HALS: TRUE

ALERTING URG-CALL Reported at Block of 800 W/ 31ST ST HALS  
No Public Narrative

CAD#: 2022120730  
TIME: 7/12/22 2:59:28PM  
CASE#: CAD010  
HALS: TRUE

ALERTING URG-CALL Reported at Block of 800 W/ 31ST ST HALS  
No Public Narrative



Incident Information:

Description

CAD# 202212095  
TIME 7/7/2022 10:50AM  
CASE# CAD Only  
HALS  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 600 E2ND ST W O ST HALS  
Traffic stop driver warned for equipment violation

CAD# 202212096  
TIME 7/7/2022 10:50AM  
CASE# CAD Only  
HALS  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 600 E2ND ST W O ST HALS  
Traffic stop driver warned for equipment violation

CAD# 202212097  
TIME 7/7/2022 10:50AM  
CASE# CAD Only  
HALS  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 600 E2ND ST W O ST HALS  
Traffic stop driver warned for equipment violation

CAD# 202212098  
TIME 7/7/2022 10:50AM  
CASE# CAD Only  
HALS  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 600 E2ND ST W O ST HALS  
Traffic stop driver warned for equipment violation

CAD# 202212099  
TIME 7/7/2022 10:50AM  
CASE# CAD Only  
HALS  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 1700 W 2ND ST W O ST HALS  
Traffic stop driver warned for equipment violation

CAD# 202212116  
TIME 7/16/2022 4:35:27AM  
CASE# CAD Only  
HALS  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 1400 W 2ND ST W O ST HALS  
Traffic stop driver warned for equipment violation

Incident Information:

Description

CAD# 2022125467  
TIME: 7/19/22 10:35:42 AM  
CASE# CAD Only  
HALS  
WARNING DEPARTMENT WOL

TRAFFIC STOP Reported at Block of 400 W 2ND ST W HALS  
Traffic stop driver was on driving while suspended violation

CAD# 2022125468  
TIME: 7/19/22 10:35:42 AM  
CASE# CAD Only  
HALS  
WARNING DEPARTMENT WOL

TRAFFIC STOP Reported at Block of 400 W 2ND ST W HALS  
Traffic stop driver was on driving while suspended violation

CAD# 2022125469  
TIME: 7/19/22 10:35:42 AM  
CASE# CAD Only  
HALS  
WARNING DEPARTMENT WOL

TRAFFIC STOP Reported at Block of 400 W 2ND ST W HALS  
Traffic stop driver was on driving while suspended violation

CAD# 2022125470  
TIME: 7/19/22 10:35:42 AM  
CASE# CAD Only  
HALS  
WARNING DEPARTMENT WOL

TRAFFIC STOP Reported at Block of 400 W 2ND ST W HALS  
Traffic stop driver was on driving while suspended violation

CAD# 2022125471  
TIME: 7/19/22 10:35:42 AM  
CASE# CAD Only  
HALS  
WARNING DEPARTMENT WOL

POTENTIAL ICS/IN PAROC Reported at Block of 400 W HALS  
No Public Narrative

CAD# 2022125467  
TIME: 7/19/22 10:35:26 PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

CITIZEN CONTACT Reported at Block of 31900 HWY 226/BLUE HERON ST HALS  
Male was issued a warning for a foot traffic violation on Hwy 229 near Blue Heron

Incident Information:

Description

CAD# 2022125660  
TIME 7/20/2022 9:19:22AM  
CASE# CAD Only  
HALS

POCKET DIAL LOSS AND CPCC Reported at Block of 1400 W 5TH ST HALS  
No further narrative

CAD# 2022125671  
TIME 7/20/2022 9:17:20AM  
CASE# CAD Only  
HALS  
RETURN TO KEV

Person in vehicle parked in front of 1400 W 5TH ST Reported  
person in vehicle parked in front of 1400 W 5TH ST Reported 7/20/2022  
Person in vehicle parked in front of 1400 W 5TH ST Reported 7/20/2022  
Person in vehicle parked in front of 1400 W 5TH ST Reported 7/20/2022  
Person in vehicle parked in front of 1400 W 5TH ST Reported 7/20/2022

CAD# 2022125675  
TIME 7/20/2022 2:55:57PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

EXTRA PATROL Requested at STOWARD ST HALS  
Incident closed

CAD# 2022125680  
TIME 7/20/2022 2:41:21PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

ADVISORY PARKING VIOLATION Reported at Block of 200 W 5TH ST HALS  
Patrol Vehicle was dispatched

CAD# 2022125922  
TIME 7/20/2022 4:01:17PM  
CASE# CAD Only  
HALS  
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 3000 W 2ND ST HALS  
Warning issued for expired registration  
NCS 1

CAD# 2022126267  
TIME 7/21/2022 7:38:32AM  
CASE# CAD Only  
HALS  
HALSEY

911 HANG UP CALL Reported at Block of 400 E 3RD ST HALS  
Accidental 911 call, unknown cause

Incident Information:

Description

CAD# 2022126848  
TIME 7/21/2022 11:04:46PM  
CASE# CAD Only  
HALS  
WARNING EQUIPMENT

TRAFFIC STOP Reported at Block of 1200 W 2ND ST HALS  
Traffic stop driver warned for driving uninsured

CAD# 2022127152  
TIME 7/27/2022 11:00:17AM  
CASE# CAD Only  
HALS

TRANSFER 911 INFO /LAW CALL/ Reported at Block of 700 W 2ND ST HALS  
No Public Narrative

CAD# 2022128741  
TIME 7/21/2022 8:51:56PM  
CASE# CAD Only  
HALS

NON 911 ISSUE Reported at Block of 400 E 3RD ST HALS  
No Public Narrative

CAD# 2022129157  
TIME 7/25/2022 10:35:36AM  
CASE# CAD Only  
HALS  
CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 400 W 2ND ST HALS  
Traffic stop operator cited for driving uninsured and driving while suspended violation

CAD# 2022129151  
TIME 7/25/2022 12:00:55PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 700 W 2ND ST HALS  
Conducted extra patrol for traffic violations

CAD# 2022129169  
TIME 7/25/2022 12:27:47PM  
CASE# CAD Only  
HALS

911 HANG UP CALL Reported at Block of 300 W H ST HALS  
No Public Narrative

**Incident Information:**

**Description**

CAD# 2022129170  
 TIME 7/25/2022 12:29:38PM  
 CASE# CAD Only  
 HALS  
 WARNING ISSUED

TRAFFIC STOP Reported at Block of 000 W 2ND ST HALS

Vehicle stopped for expired registration and verbal warning given to driver

CAD# 2022129192  
 TIME 7/25/2022 10:01:11PM  
 CASE# CAD Only  
 HALS  
 CITATION ISSUED

TRAFFIC STOP Reported at Block of 000 W 2ND ST HALS

Vehicle was stopped for expired registration and 2 Y/A Jorge Martinez of Modesto CA was issued a citation for expired registration, no insurance and driving without a driver's license.

CAD# 2022129195  
 TIME 7/26/2022 10:16:15PM  
 CASE# CAD Only  
 HALS  
 CAD CALL TO END TELE

TRAFFIC HAZARD Reported at Block of 000 E 1ST ST/Hwy 228 HALS

Goat returned to pasture out of the road

CAD# 2022129215  
 TIME 7/25/2022 9:19:07PM  
 CASE# CAD Only  
 HALS  
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 000 W 2ND ST/W 1ST HALS

Traffic stop, driver warned for equipment violation

CAD# 2022129235  
 TIME 7/25/2022 2:44:51PM  
 CASE# CAD Only  
 HALS  
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 000 E R ST/E 2ND ST HALS

Traffic stop, warned for traffic violation

CAD# 2022129296  
 TIME 7/25/2022 2:52:15PM  
 CASE# CAD Only  
 HALS  
 CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 100 W F ST HALS

Traffic stop, driver was cited for driving uninsured and driving while suspended violation.

Incident Information:

Description

CAD# 2022129308  
TIME 7/25/2022 3:04:22PM  
CASE# CAD Only  
HALS  
WARNING-EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 000 E H ST/E 2ND ST HALS  
Traffic stop warned for equipment violation

CAD# 2022129309  
TIME 7/25/2022 3:04:22PM  
CASE# CAD Only  
HALS  
WARNING-EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 000 W 2ND ST/W 2ND HALS  
Traffic stop warned for equipment violation

CAD# 2022129342  
TIME 7/25/2022 3:05:57AM  
CASE# CAD Only  
HALS  
WARNING-EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 200 W 2ND ST/W 2ND HALS  
Traffic stop driver warned for equipment violation

CAD# 2022129349  
TIME 7/25/2022 3:06:12PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 500 W 2ND ST/W 2ND HALS  
No Public Narrative

CAD# 2022130188  
TIME 7/25/2022 6:41:00PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 100 W E ST HALS  
Deputy responded to a welfare check

CAD# 2022130227  
TIME 7/25/2022 7:32:13PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 700 PUFFIN ST HALS  
No Public Narrative

Incident Information:

Description

CAD# 2022130466  
TIME 7/27/2022 8:10:09AM  
CASE# CAD Only  
HALS

911 HANG UP CALL Reported at Block of 400 E 3RD ST HALS  
No Public Narrative

CAD# 2022130552  
TIME 7/27/2022 10:22:21AM  
CASE# CAD Only  
HALS  
CAD CALL TO STREET

WELFARE CHECK Reported at Block of 400 WEST HALS  
Landlord was concerned about his tenant and was told to get a police officer to check on the tenant.

CAD# 2022130702  
TIME 7/27/2022 3:00:21PM  
CASE# CAD Only  
HALS

911 HANG UP CALL Reported at Block of 400 E 3RD ST HALS  
No Public Narrative

CAD# 2022131079  
TIME 7/28/2022 11:38:16AM  
CASE# CAD Only  
HALS

911 HANG UP CALL Reported at Block of 400 E 3RD ST HALS  
No Public Narrative

CAD# 2022131255  
TIME 7/28/2022 10:28:26AM  
CASE# CAD Only  
HALS

POCKET DIAL LOGO AND CRGO Reported at Block of 400 W O ST HALS  
No Public Narrative

CAD# 2022131716  
TIME 7/28/2022 11:12:22PM  
CASE# CAD Only  
HALS  
HALSEY

SUSPICIOUS PERSON Reported at Block of 400 W 1ST ST HALS  
Deputy located two suspicious males, in the dark, with no lights. Deputy learned they were fixing a vehicle in front of their residence. Non-criminal.

Incident Information:

Description

CAD# 2022151719  
TIME 7/26/2022 11:14:27PM  
CASE# CAD Only  
HALS  
HALS

SUSPICIOUS VEHICLE Reported at Block of 300 W 2ND ST HALS  
Deputy located an elderly female who ran out of fuel. Deputy led her to the gas station and made sure her tank was full.

CAD# 2022151721  
TIME 7/26/2022 11:01:24M  
CASE# CAD Only  
HALS  
WARNING ISSUED

TRAFFIC STOP Reported at Block of 1000 AMERICAN DR HALS  
Deputy stopped semi for no bonding one complete stop at an intersection.

CAD# 2022152257  
TIME 7/29/2022 12:26:11PM  
CASE# CAD Only  
HALS

POCKET DIAL, GUN AND GROC Reported at Block of 100 E B ST HALS  
No Public Narrative

CAD# 2022153690  
TIME 7/31/2022 15:16:32PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

TRESPASS Reported at Block of 400 W D'S THALS  
Caller asked for guidance regarding removing someone from her property.



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**Incident Information:**

**Description**

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## I. REPORTS TO COUNCIL

<b>1. Employee Reports</b>	
<b>a. City Administrator Report</b>	
<b>Council Action:</b>	<b>NONE</b>
<b>August 9, 2022</b>	

### 1. Small Cities Meeting

The quarterly Small Cities Meeting will be in Philomath on Friday August 19<sup>th</sup> from 11:00 – 1:00. It includes lunch. Business Oregon and USDA representatives will talk about infrastructure funding. It is free to the city. I will be going. Do any Councilors want to attend?

### 2. RARE Member Update

Julia Fox's first day will be September 12<sup>th</sup>. She has chosen to commute from Eugene. She has an inexpensive living situation there she does not want to give up, so we do not need to find housing for her.

### 3. TMDL Mercury Requirements Update

The TMDL Mercury Requirements update has been submitted to DEQ. I believe we have met all the requirements and hope it will be approved this time. It does require the city to do "qualitative analysis" of our outreach efforts each year. The Calapooia Watershed Council is willing to partner with the city on educational events. These may change and evolve each year.

### 4. Letter to the League of Oregon Cities

Harrisburg and Brownsville had similar difficulty finding legislative priorities in the list provided by the LOC that had any relevance to small cities. They would like to partner with us on a letter to the LOC expressing concern that so few of the issues impacting small cities are represented on that list. Is there a Council consensus to participate?

### 5. Economic Development Course Update

The cost of the Economic Development Course will be further reduced. The City Administrator of Harrisburg has also applied to go, and she and I will share the cost of fuel and lodging, halving that cost to the city. I have not yet heard about the scholarship.

### 6. September Meeting Date

The Economic Development Course is for the week of September 12<sup>th</sup>, which includes the City Council meeting. I can attend remotely. I am not sure if our new meeting equipment will be here and installed yet. If it isn't, there may be sound issues. Would Council consider moving the September meeting to September 20<sup>th</sup>? Or is it okay if I attend remotely?

### 7. Summer BBQ Event

The Summer BBQ is on Friday August 12<sup>th</sup> at 6:30 pm. The movie will start when it gets dark enough (guessing around 8:30. The Halsey Shedd RFPD is cooking. It should be a fun time! Tell your friends and neighbors.

**I. REPORTS TO COUNCIL**

<b>1. Employee Reports</b>	
<b>b. Public Works Department</b>	
<b>Council Action:</b>	<b>NONE</b>
<b>July 12, 2022</b>	

Water Distribution:

Water Produced	3.359 gallons
Daily Average	108,000 gallons

Wastewater Collected:

Wastewater collected	1,674,000 gallons
Daily Average	54,000 gallons

Water:

We had 2 good projects that we haven't had to do very often, we raised 2 low lying fire hydrants in town, challenging but successful.

We looked and did a comparison at what the well level was from last July, we are 4 ft higher at static level and used 850,000 gallons less from last year, the late rain helped us out.

Sewer:

Late June rain filled the lagoon ponds up to 7' with concerns of having to discharge out of season I called my compliance officer with DEQ to communicate my situation and learned other cities were facing the same issue. Talking with him about my options my decision is to ride it out with hopes to make it till next discharge season, knowing we have approximately 8" of evaporation each summer. The pond levels currently are at 6'8".

Streets/Park:

We are still mowing in town every other week and completed spraying for the season. In the park we replaced 4 sprinklers and raised one.

Miscellaneous:

As you all know the wood trains are now at their permanent home with new benches and gutters.

**I. REPORTS TO COUNCIL**

<b>1. Employee Reports</b>	
<b>c. Library</b>	
<b>Council Action:</b> <i>NONE</i>	<b>August 9, 2022</b>

<b>Circulation for July</b>		<b>Total Circulation since opening (Aug. 2015)</b>	10,765
Fiction	40		
Non-Fiction	73	<b>Total Number of Patrons to Date</b>	541
Total	113		
<b>Cities Represented in Circulation</b>		<b>Total Number of items in collection</b>	4552
Halsey	107		
Shedd	3	<b>Avg. Daily Threshold Count since opening</b>	6.20
Corvallis	2	<b>Average Daily Threshold Count for July</b>	9.62
Sweet Home	1		
<b>Value of Inventory Through July</b>			
Fiction	\$47,442.33		
Non-Fiction	\$33,454.84	<b>Books added to inventory in July</b>	12
Total	\$80,897.17		

**Updates**

The daily threshold count hovers at around 9 patrons per day. This number has gone up due to the Summer Reading Program. 182 patrons came into the library in the month of July.

Summer Reading Program is over. We had 26 kids registered. Fewer attended every Saturday event but did turn in reading logs. I thought the event host idea worked out well because it was free, less work for me since I don't have a regular volunteer pool and kept it interesting for people to keep coming back. I want to consider changing the day and time for events for next summer, and make sure that our event hosts have hands on activities for kids.

I was able to purchase 12 books last month with our SRP budget.

Attended a Rise Up conference for librarians at Timberline Lodge. It was helpful and interesting. I applied for a scholarship, so it didn't cost the city anything.

I was out of the country last week so Hilary and I need to reconvene about what's to come next but we are looking at a rotating photography exhibit, a monthly library event (Kim from Ewethful Fibers in Winter), and the 5k. Thank you to Jenn and Madi for covering several library shifts last week!!

We also received a \$500 donation from Georgia Pacific.

**K. NEW BUSINESS**

<b>1. Oregon Cascades West Council of Governments Update – Ryan Vogt</b>		
<b>Council Action:</b>	<b><i>NONE</i></b>	<b>August 9, 2022</b>

**Issue Statement:** Ryan Vogt, the Director of the Oregon Cascades West Council of Governments will provide an update. The annual Linn County Report is attached for your review.



**Oregon Cascades West Council of Governments  
and Linn County  
Annual Report**

**January 2022  
Edition 1 - 2021**

**Oregon Cascades West Council of Governments**  
1400 Queen Avenue SE, Suite 201  
Albany, OR 97322  
541.967.8720  
[www.ocwcog.org](http://www.ocwcog.org)

## A Message from the Executive Director

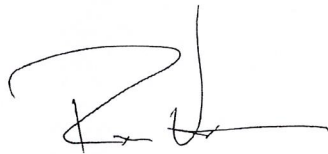
I am proud and excited to provide the first ever, Oregon Cascades West Council of Governments' (OCWCOG) year-end County reports. The Council of Governments (COG) impacts many people throughout the Linn/Benton/Lincoln Region by our various services like delivering hot meals and a warm smile to a family in need, providing small business loans to improve the vibrancy and livability of our communities, or orchestrating multi-million dollar transportation initiatives.

In the next few pages, you will see highlights of the work we do and how that has affected your County over this last year. The report is not exhaustive, but merely a snapshot of the great work which is being authorized and championed by 19 cities, 3 Counties, the Siletz Tribe, and the Port of Newport in the Linn/Benton/Lincoln Region.

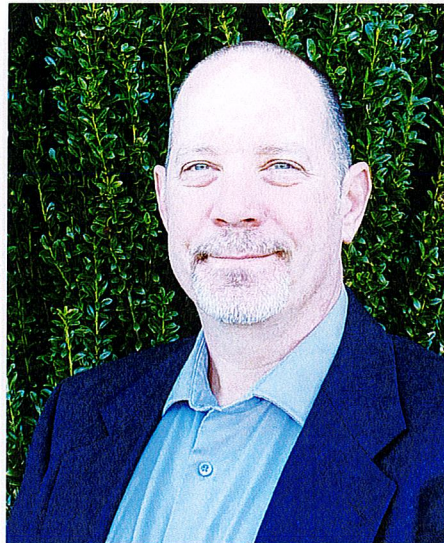
The work captured in this report is being carried out by approximately 200 staff in every corner of the Region. These dedicated individuals care deeply about the area and everyone living in it. They are committed to making the Region a more livable, safe, and prosperous area for generations to come. As you know, 2021 was extremely challenging in numerous ways and many of our staff have adapted to delivering services from their homes, in an ongoing response to the COVID pandemic. We have adjusted other programs and processes to provide continuous services safely to many of our consumers, where in-person contact was still required.

Here at the COG, we are always looking to improve and better serve the people of our Region. Last year we went beyond our normal practices and explored alternative funding opportunities to enhance and expand services. We have begun participating in regional conversations regarding housing solutions, and are leading an effort to explore a Regional Bias Incident Response system.

I am grateful for the support of our staff, our many community partners, and our active Board of Directors for the support and hard work it takes to provide these services to you.



Ryan Vogt  
Executive Director



# Senior and Disability Services

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The Senior and Disability Services (SDS) department is committed to providing services and supports to keep older adults and people with disabilities independent, safe, secure, and healthy in your communities. SDS staff provide case management, and authorize and coordinate supportive services such as assistance with dressing, bathing, toileting, and grooming.

- Approximately 808 Linn County residents received these vital services in their home on any given day.
- Another 352 residents received these services daily in one of 45 longterm care facilities. These care facilities include: Assisted Living, Memory Care, Adult Foster Homes that serve older adults and people with physical disabilities, and one nursing facility.



## Eligibility

Eligibility workers processed 6,957 applications for Food and Medical benefits in Linn, Benton, and Lincoln Counties in 2021.

## Adult Protective Services

Adult Protective Services (APS) workers within the Senior and Disability Services department investigate allegations of abuse and/or neglect of seniors and adults with disabilities.

- APS screeners received 1,679 calls of concern about the safety and health of these citizens in Linn County. These calls led to:
  - 469 community APS investigations.
  - 200 facility APS investigations.

## Aging and Disability Resource Connection

The Aging and Disability Resource Connection (ADRC) is a free service that offers the public a single point of entry to access resources, information and assistance on issues affecting older adults and people with disabilities regardless of their income.

- Call center agents answered 274 calls from Linn County residents requesting information and assistance in 2021.





# Community Service Programs

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In Linn County, Community Service Program (CSP) staff and volunteers supported programming at: Albany Senior Center, Lebanon Senior Center, Sweet Home Senior Center, Brownsville Senior Center, Sweet Home Elks, Timber Ridge School, SMART Reading, KidCo Head Start, Sunrise Elementary School, YMCA of the Willamette Valley and Happy Place Childcare. Programming was supported by various federal, state and city contracts and grants, as well as Samaritan Health Services Social Accountability Grants, Trust Management Services, City of Albany Development Block Grant, Siletz Tribal Charitable Contribution Fund, and the Oregon Community Foundation. The CSP Department served Linn County this past year through various programming, including:

Meals On Wheels: Meals on Wheels serves fresh, hot, nutritionally balanced meals to older adults, adults with disabilities, and spouses/life partners who often live alone and have limited resources or ability to care for themselves. Along with a nutritionally balanced lunch, MOW provides a daily well-check and social connection, thereby assisting limited-income, low-mobility clients to remain safe and independent in the home of their own choosing, for as long as possible while avoiding premature placement in a facility.

In 2021 a total of 143,129 meals were served in Linn to include:

- 135,161 home delivered meals, delivered to the porches of our homebound clients.
- 6,438 congregate meals, served “grab and go” style during the COVID-19 pandemic.
- 1,530 “blizzard boxes”, which contain 5 emergency shelf stable meals.



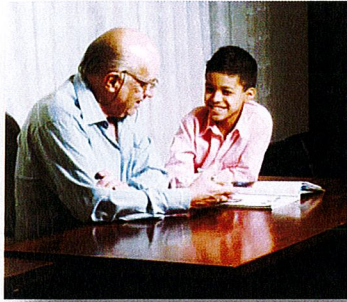
Meals on Wheels was awarded a \$13,000 District Grant from the Rotary Club of Corvallis. A multi-club grant, the Rotary Club of Corvallis partnered with Greater Corvallis, Philomath, Albany, and Newport Clubs to obtain matching grant funding from Rotary District 5110. The grant helps support Meals on Wheels in Linn, County.

Stand-By-Me (\$BM): Stand By Me-Oregon is a financial empowerment program that replicates \$BM Delaware; a proven coaching model that helps provide financial stability to individuals and families. There are four primary outcomes: budgeting, reducing debt, improving credit ratings, and building savings.

- Thanks to a \$36,000 grant from The Oregon Community Foundation, \$Stand By Me financial coaches received specialized training from DevNW on obtaining and improving credit, creating savings, decreasing debt, student loans and home buying. We now offer coaching in English and Spanish.

Money Management for Seniors: This program provides free assistance with personal money management tasks through specially trained volunteers. Service is personalized, confidential, and safe; and is offered free of charge to eligible individuals.

- There were 35 Linn County seniors or people with disabilities who were served in 2021.
  - 7 were assisted as Bill Pay clients who receive assistance in budgeting and check writing.
  - 28 used the program for Representative Payee services. A Representative Payee is someone appointed by the Federal Benefit payers to manage benefit payments on behalf of an incapable beneficiary.



*AmeriCorps Seniors - Foster Grandparent Program:* National Service Foster Grandparent volunteers, sponsored by OCWCOG, tutor and mentor local youth ages 3-18 in public schools, after school, and through various literacy programs.

- In Linn County, 20 Foster Grandparent volunteers served an estimated 55 local youth through its mentoring and tutoring Program, chiefly online, due to the pandemic.
- Linn County boasts the largest corps of volunteers in the OCWCOG region and currently serves students from Timber Ridge School, SMART Reading, KidCo Head Start, South Shore Elementary, Sunrise Elementary School, YMCA of the Willamette Valley, Albany Boys and Girls Club, Boys and Girls Club of the Greater Santiam, and Happy Place Childcare.

*AmeriCorps Seniors – RSVP:* Retired and Senior Volunteer Program (RSVP) is America’s largest volunteer network for people age 55 and over. RSVP volunteers choose how, where, and how often they want to serve. Volunteer community duty station opportunities include food pantry assistance, SHIBA Medicare counseling, money management coaching, meal delivery, reading with youth, tax preparation, gleaners, and more.

The most active RSVP program, The Senior Health Insurance Benefit Assistance Program (SHIBA), is administered by OCWCOG on behalf of the State of Oregon. This Program educates local residents on Medicare benefits elections. SHIBA counselors provide one-on-one free counseling as well as “New to Medicare” Seminar classes. Volunteers are certified by the State and serve both remotely and at the OCWCOG, Sweet Home Elks, Lebanon and Albany Senior Centers.

- Last year, SHIBA volunteers served 511 Linn County residents.

*AmeriCorps Seniors - Senior Companion Program:*

Senior Companion volunteers provide assistance and friendship to older adults who have difficulty with daily living tasks, such as shopping or paying bills. Through this program, volunteers keep seniors independent longer and provide respite to family caregivers.

- In 2021, 8 volunteers completed 1082 rides for local homebound seniors residing in Albany, Lebanon and Sweet Home. These clients were not eligible for Ride Line, and are screened and referred by in-house Options Counselors.



*Oregon Project Independence:* Oregon Project Independence (OPI) is a program providing assistance that supports daily activities of living which can be provided by home care workers or in-home care agencies. Examples of in-home assistance includes help with dressing, meal prep, bathing, shopping, and housekeeping. OPI is an alternative to Medicaid and offers up to 20 hours a month of in-home assistance.

- There was approximately 110 Linn County residents that benefited from this program in 2021.

*These community-facing programs were provided thanks to braided funding from federal, state and city contracts and grants, as well as supports from Samaritan Health Services Social Accountability Grants, Trust Management Services, Siletz Tribal Charitable Contribution Fund, and the Oregon Community Foundation.*

# Community and Economic Development

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## *Transportation Services and Planning*

Transportation is the largest program area within Community and Economic Development (CED), and provides an array of services including these programs:

*Cascades West Ride Line*: The Ride Line program is the region's Non-Emergent Medical Transportation (NEMT) for physical, dental, drug and alcohol, and mental health treatment. For the year 2021 Ride Line has made an incredible impact in Linn County by:

- Providing 88,219 rides for 3,480 people.
- These rides put over \$3,074,000 back into Linn County.
- Planning the expansion of Ride Line to Medicare consumers through benefits with the Samaritan Advantage Health Plan. This project will launch in 2022.

*Albany Area Metropolitan Planning Organization (AAMPO)*: AAMPO's role is to coordinate transportation planning efforts in the greater Albany area and to serve as a forum for cooperative decision-making. AAMPO works closely with the Oregon Department of Transportation (ODOT), and assists in coordinating regional transit, facilitates public participation in transportation planning, and oversees specialized projects. Some of the 2021 accomplishments for AAMPO were:

- Began the AAMPO Bicycle/Pedestrian Plan.
- Stimulus funds awarded in the amount of \$850,000 is being passed through to these local projects:
  - \$100,000 for Millersburg's Woods Road shared use path design and right-of-way acquisition.
  - \$350,000 for Albany's Queen Avenue rehabilitation.
  - \$150,000 for Benton County's Gibson Hill Road modernization.
  - \$175,000 for Tangent and Linn County's Old Oak Drive/Old Oak Road improvements. around Tangent Elementary School
  - \$75,000 for a yet to be determined project in Jefferson. Most likely a new pedestrian crossing identified in the city's forthcoming Transportation System Plan.



*Cascades West Area Commission on Transportation (CWACT)*: provides a forum for local governments to collaborate on local, regional, and State transportation issues in the Region. The CWACT is chartered by the Oregon Transportation Commission (OTC) and provides input, advice, and recommendations to the OTC and ODOT on State transportation plans and policies. In 2021, CWACT provided input on multiple State funding programs including recommendations for funding priorities in the Statewide Transportation Improvement Program (STIP), reviewed applications for the Statewide Transportation Improvement Fund (STIF) Discretionary Grant Program, and provided feedback on ODOT's "Leverage" funds that were added to ODOT projects within the region.



*Transportation Options Program:* This program provides outreach, education, and carpool/vanpool matching services for commuters living or working in the Region. The program connects commuters within the Region and beyond, to major cities such as Eugene, Salem, and Portland. Our program administered a challenge for bike month in May with 42 participants across Linn, Benton, and Lincoln Counties traveling over 2,400 miles, saving over 2,000 lbs of CO<sub>2</sub>, and burning 200,000 calories! 33 participants received safety related prizes. Staff participated at in-person tabling events at the OSU Beaver Fair and Linn Benton Community College Welcome Day engaging over 100 people. The annual Get There Challenge in October had statewide participation of over 1,400 participants and 13 prize winners from our region.

Other grants received from STIF to assist in transportation improvement efforts in Linn County are:

- \$280,000 to do the Mobility Hub design work for LBCC and OSU Hubs.
- \$150,000 to update the Human Services Coordinated Plans for Linn/Benton/Lincoln Counties.
- \$64,280 to build the Regional Transit Access Plan.

Other transportation related projects that impact Linn County are:

- Completion of the Seamless Transportation Project connecting bus service to all three Counties, with real-time bus information and online ticketing.

### ***Community Development***

The Community Development program seeks to improve the quality of life for residents in Linn County. OCWCOG has professional staff to assist communities, especially smaller communities, with specialized tasks. Here are some of the projects Community Development has worked on in Linn County:

- Providing staffing to the Cascades West Regional Consortium and helped secure a \$130,000 grant from Business Oregon to fund a wetlands mitigation bank feasibility study.
- Secured technical assistance from Department of Land Conservation and Development to develop a Regional Housing Toolkit, working with Sweet Home and Harrisburg on their housing development planning goals.

### ***Economic Development***

OCWCOG provides staffing for the Cascades West Economic Development District (CWEDD), which creates, adopts and works to implement the priorities of the Region's Comprehensive Economic Development Strategy (CEDS). OCWCOG supports local economic development initiatives through research, grant writing, convening, project development and management, and technical assistance.

Coronavirus Aid, Relief, and Economic Security (CARES) Grants: CARES funding is designed to assist partners with responding to the specific recovery needs in the unique communities across the district. Eligible applicants included City and County governments in the Region to support economic resiliency and recovery. In Linn County three CARES micro-grants were awarded:

- \$10,000 was awarded to the City of Sweet Home for a streetscape project. This grant will be used toward a public plaza, street furniture, signage, pedestrian lighting, public art, and landscaping will be added to create a vibrant downtown. Parking will be made uniform and easier. Additional outdoor spaces will allow more flexibility for local businesses by providing space for dining, pop-up markets, and public events.
- \$10,000 was awarded to Halsey/Mid Valley Partners for branding and website. MVP consists of Lebanon, Sweet Home, Philomath, Adair Village, Brownsville, Harrisburg, Monroe, and Halsey. This grant will help define the geographic boundary, values, and goals for economic resiliency in the MVP region. A website will be created with new branding that unifies all eight cities committed to the partnership, and will serve as a regional resource connecting local businesses to resources for recovery and expansion.
- \$10,000 was awarded to Harrisburg for the Taste of Tri-County and Business Expo. This event rotates between three different cities and three different counties on an annual basis. This event improves collaboration between participating businesses as well as cities and is supportive of business. These funds will allow the purchase of items that enhance the event and lower expenses for the event in the future.
- \$4,000 was awarded to Lebanon for the Annual Art Walk. This event fuses downtown businesses and the art culture bringing locals and out-of-town visitors into Lebanon. The Art Walk jump-starts the downtown economy with popup galleries within businesses and performing artists in City parks. The Art Walk was held in November and creates opportunities for strengthening the economic recovery and resiliency of downtown Lebanon.



Cascade West Business Lending: Cascades West Business Lending (CWBL) efforts aim to encourage new employment opportunities, and promote a stable and diversified economy in the tri-County Region. CWBL delivers expert commercial loan packaging, closing, servicing, and collection services through various direct and indirect loan programs. Our team provides administrative services, technical assistance, and professional lending services through contractual partnerships to local government and non-profit organizations, who offer economic development oriented commercial loans. Our Small Business Lending program currently has over \$3.45 million in loans throughout our tri-county region.

- In Linn County we funded a \$266,000 loan to purchase a building for a new counseling center in Albany.

## Technology Service Contracts

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OCWCOG Business Services provides Information Technology (IT) services and supports to member agencies. In Linn County, we have agreements to provide support to:

- Brownsville
- Millersburg
- Sweet Home
- Tangent



**K. NEW BUSINESS**

**2. Declare a Council Vacancy**

**Council Action:** *MOTION*

**August 9, 2022**

**Issue Statement:** Councilor Christine Raven has resigned.

**Summary:**

Councilor Raven has increasing job and family obligations and feels it would be best to yield her seat.

Councilor Raven's resignation creates a vacancy on the City Council.

Council needs to declare a vacancy. City staff will post the vacancy, and anyone interested can apply by filling out an application. Council will then review those applications at their next regular City Council Meeting and may appoint a replacement.

- **Possible Motion:** I move that the Governing Body of the City of Halsey declare the City Councilor position that has been held by Councilor Raven to be vacant.
  - **Council Options**
    1. **Declare a vacancy**
    2. **Delay declaration**
    3. **Provide further direction to staff.**

## Hilary Norton

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**From:** Christine Raven  
**Sent:** Tuesday, July 12, 2022 5:23 PM  
**To:** Hilary Norton  
**Subject:** Vacating my council position

Good evening Hilary,

This is my resignation notice. I will no longer be able to fulfill my seat as a city council member.

Since becoming a counselor, my schedule has increased a great deal with a new job and with my families increased schedule. My family is my first priority, so I feel it's best I step aside and let someone with more free time have an opportunity to serve the city in my place.

Thank you for understanding,  
Christine Raven

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## K. NEW BUSINESS

<b>3. Council Community Engagement</b>		
<b>Council Action:</b>	<b>CONCENSUS</b>	<b>July 12, 2022</b>

**Issue Statement:** Staff needs details to effectively plan and advertise the Council community engagement event.

**Summary:** At the last Council meeting it was discussed that a regular event would have better attendance. There was a consensus that Fridays would be the best day for such an event. Questions for Council:

What time? Are you personally available on that day and time at least a couple of times a year?

Which Friday? First Friday? Fourth Friday? After work? If it is after work, this may increase citizens who could participate, but sometimes Friday evenings people are unwinding for the week or going out of town.

Alternatively, fourth Tuesday is already reserved as a possible work session day, but we haven't needed to have a work session in a long time. Would Council prefer to use that afternoon or evening?

If each member of Council signed up to host two events per year, the whole year would be covered. It would be good if more than one Councilor could come to many events, but if one person is the "host" for that event, then we can be sure it will happen consistently. That person at least will be able to be there. If, later in the year, that person has a conflict on that date, they could switch with another Councilor.

Staff could work with the host for that month to pick the venue and refreshments. Coffee and cider or hot chocolate are great in the winter, but summer might be lemonade or tea or soda. In summer, the park might be nice, in winter, the community center, or maybe the tavern? If a new café opens, maybe the café? If we are consistent on day of the month and time, the venue, food, or theme could change as needed.

Maybe there could occasionally be a guest – the project manager of the Highway 99 project, or an event like a canned food drive for Sharing Hands. December could be Christmas cookies.

**\*\*\*PLEASE BRING YOUR CALENDARS!\*\*\***

If members of Council could sign up for the first few event dates, we can get this set up and put information in the newsletter and on the website.

### Council engagement with existing community organizations:

- Councilor Lorensen has joined the board at Sharing Hands.
- Councilor Isom is going to attend school board meetings regularly and represent the City to the board and also watch for opportunities to partner and build a stronger relationship with the school district.

Other opportunities:

- The Central Linn Lions Club
- Central Linn Community Foundation
- Cobra Boosters or PTC if you are a parent
- Others?