



## Council Packet

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

Tuesday, July 9<sup>th</sup>, 2024  
7:00 PM



#### D. PUBLIC HEARING

1. PUBLIC HEARING – Ordinance 2024-447 – Amending City of Halsey Municipal Code Chapter 10.10 – Livestock and Poultry		
Council Action:	NONE	July 9, 2024

**Issue Statement:** Council is holding a public hearing prior to adoption of **Ordinance 2024-447 – Amending City of Halsey Municipal Code Chapter 10.10 – Livestock and Poultry**

**Summary:** During the March 2024 City Council meeting, members of council considered a proposal to review Halsey livestock municipal code for consideration of amending provisions to allow 4-H project animals on smaller lot sizes than were currently represented in City Code. The Council heard public comment, which was primarily in favor of reviewing the livestock code for these potential amendments. As such, the council voted to go to a work session to review an update the livestock municipal code.

A work session was held on May 28<sup>th</sup>, at which time the recommended updates for Chapter 10.10 – Livestock. Municipal Code updates were drafted. The council reviewed them at the regular council meeting on June 10<sup>th</sup>, 2024 and recommended amendments to the proposed ordinance.

The Halsey Municipal Code currently limits livestock to lot sizes 30,000 square feet and larger, does not include restrictions on uncastrated male livestock, or provide any limitations to slaughter and butcher of animals within the city limits. The proposed updates to Chapter 10.10 – Livestock - allow for the issue of a special livestock permit for goat kids and lambs on minimum lot sizes of 9,000 square feet, for youth educational purposes only. The updates also include size and age limitations for goats and lambs qualifying for the special livestock permit, limitations on quantity of livestock, size of enclosure, and requirements for food storage and manure disposal. The updates to the ordinance also restrict the housing of educational lambs and goats to February through October, in alignment with 4-H and FFA timelines for raising and showing animals. Lastly, the updates to the ordinance place restrictions on uncastrated male livestock within city limits and prohibits the slaughter of specific livestock in the city.

#### Public Hearing:

The Mayor will open the floor for public comment.

- **No action will be taken as part of this Public Hearing. The proposed Ordinance may be adopted by approving Ordinance 2024-447, item K-1 on the agenda.**



## E. COUNCIL MINUTES

Council Minutes		
Council Action:	<b>MOTION</b>	<b>July 9, 2024</b>

**Issue Statement:** Council is asked to review and approve the minutes from the Council work session on May 28, 2024 and from the Council Meeting on June 11, 2024.

**Council can choose to vote on each minutes document separately**

### To vote on both minutes together

- **Possible Motion:** I move that the Governing Body of the City of Halsey approve the May 28 Work session Minutes and June 11 City Council Minutes as submitted

To vote on minutes separately

- **Possible Motion :** I move that the Governing Body of the City of Halsey approve the May 28 Work session Minutes as submitted
- **Possible Motion :** I move that the Governing Body of the City of Halsey approve the June 11 City Council Minutes as submitted
- 

- **Council Options**

1. Remove an item for separate consideration & decision
2. Approve as recommended
3. Approve with amendments
4. Provide further direction to staff
5. Deny request



## **CITY COUNCIL WORKSESSION MEETING**

May 28, 2024 | 6:30 p.m. | 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 6:33 p.m.

### **ROLL CALL**

Present: Council President Michelle Isom, Councilor Jerry Gillson, Mayor Jerry Lachenbruch, Councilor Gabriel Flores, Councilor Jeremy Romer, Councilor Scott LaCoste

Absent: Councilor Stacy Strauss

Staff Present: City Administrator Briana Parra,

Guests:

Remote

Participants: Admin Assistant Amber Murray,

### **PLEDGE OF ALLEGIANCE**

### **LIVESTOCK ORDINANCE REVISION WORKSESSION**

- It was brought to the attention of the council that an amendment to the current ordinance could be made for 4-H lambs. Councilor Romer brought forth his suggestions for an amendment to the ordinance for a subsection regarding 4-H/FFA livestock.
- There was a suggestion that the livestock be allowed on the property for a period time frame of February 1<sup>st</sup> to October 1<sup>st</sup>.
- Council discussed possible permitting requirements, allowances, and restrictions.
  - The possibility of the permit being open to all citizens, not just those in 4-H/FFA if it was for educational purposes.
  - Permission from neighbors for the permit.
  - Restrictions- No unaltered males are allowed.
- Suggested application fee for permit of \$25
- Suggested sanitation plan that includes having waste receptacles as an requirement.
- Setbacks of current livestock ordinance were discussed.
- A recommendation was made on lot size of .28 as the minimum lot size. A 5x8 space required per lamb was discussed. Plans for the pin would need to be shown on the permit was considered.

- A 3 lambs max limit was discussed.
- No butchering livestock in plain view was discussed.
- Enforcement of the code was considered. Possible penalty fees- maximum \$500.
- Adding a definition to the code of what is considered a lamb(age/size). Possible weight limit was discussed.

#### **ADJOURNMENT**

Meeting adjourned at 8:30 pm.

---

**Admin. Assistant Amber Murray**

---

**Mayor Jerry Lachenbruch**



## REGULAR CITY COUNCIL MEETING

June 11, 2024 | 7:00 p.m. | 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 7:03 p.m.

### ROLL CALL

Present: Council President Michelle Isom, Councilor Jerry Gillson, Mayor Jerry Lachenbruch, Councilor Gabriel Flores, Councilor Jeremy Romer, Councilor Scott LaCoste

Absent: Councilor Strauss

Staff Present: City Administrator Briana Parra, Municipal Clerk Audrey Whiddon, Assistant City Recorder Larissa Gangle, Librarian Abi Vinson (7:35pm).

Guests: TJ Gillson

Remote

Participants: Public Works Lead Andy Ridinger, Sergeant Frambes

### PLEDGE OF ALLEGIANCE

### PUBLIC HEARINGS

#### Public Hearing-Proposed Uses of State Shared Revenues

Council is required to hold a Public Hearing on the proposed uses of State Shared Revenues before adopting the Fiscal Year (FY) 2024-2025 Budget. The estimated State Shared Revenue amount for 2024-2025 is \$11,000, and the proposed appropriations are as follows: Community Development Fund- \$3,000, Capital Outlay- \$5,000, Park Improvements- \$3,000.

*Mayor Lachenbruch opened the Public Hearing at 7:06 pm.*

*There was no public Comment.*

*Public Hearing Closed at 7:08 pm*

#### Public Hearing-Fiscal Year 2024-2025 Budget

Council is required to hold a Public Hearing on the approved Fiscal Year (FY) 2024-2025 Budget prior to adoption. The proposed budget was approved by the Budget Committee in a public meeting on April 30, 2024.

*Mayor Lachenbruch opened the floor for public comment at 7:09 pm*

*There was no public Comment.*

*Public Hearing Closed at 7:10 pm*

### Public Hearing-Proposed Utility Rate Increases

Council is required to hold a Public Hearing on any proposed utility rate increases prior to adoption. The FY 2024-2025 Budget includes the following proposed rate increases:

#### Water

There is no proposed increase for the water base rate (includes up to 3,000 gallons). However, there are slight proposed changes to the usage tier volumes and their corresponding rates, as well as an additional proposed tier that would apply to the highest users.

- Tier 2 (3,001-6,000 Gallons) \$1.25 per 1,000 Gallons
- Tier 3 (6,001-9,000 Gallons) \$1.90 per 1,000 Gallons
- Tier 4 (9,001-16,000 Gallons) \$2.10 per 1,000 Gallons
- Tier 5 (16,001 Gallons and Over) \$2.50 per 1,000 Gallons

#### Sewer

- Base Rate (0-3,000 Gallons)- \$41.50
- o Tier 2 (3,000 – 7,000 Gallons) \$46.00
- o Tier 3 (7,000 - 15,000 Gallons) \$51.00
- o Tier 4 (over 15,000 gallons) \$56.00
- o Tier 5 (Sewer Only) \$46.00

*Mayor Lachenbruch opened the floor for public comment at 7:11 pm*

*There was no public Comment.*

*Public Hearing Closed at 7:12 pm*

## **COUNCIL MINUTES**

*Council was asked to review and approve the minutes from the May 14, 2024 Council Meeting.*

**Motion:** I move that the Governing Body of the City of Halsey approve April 9th City Council Minutes as submitted

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

**Vote:** Ayes: Unanimous

*Motion Carries*

## **FINANCIAL REPORTS**

*Council was asked to review and approve the May 2024 Financial Reports.*

**Motion:** I move that the Governing Body of the City of Halsey approve the May Financial Reports as submitted.

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

**Vote:** Ayes: Unanimous  
*Motion Carries*

## AGENDA ADJUSTMENTS

*There were no agenda adjustments.*

## DELEGATIONS

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

For the month of May there were ten traffic citations, and seventeen warnings. A total of forty-three complaints/incidents were investigated and seventy-three and three quarter hours were spent in Halsey.

Sergeant Frambes warned about recent fraudulent calls that are coming through as if from the Sheriff's Department. There was an incident in May in which they had to force entry into a home and assist a Halsey resident with a medical emergency.

-Council President Isom expressed thanks for the patrol efforts at the four-way stop intersection of American Drive and Highway 99 E. Administrator Parra asked if LCSO has historic data on traffic stops at the intersection. Sergeant Frambes said they are able to pull traffic stop information for up to eight years for that area.

-Mayor Lachenbruch asked if there has been an increase in speeding post road construction. Sergeant Frambes stated that LCSO can place a traffic speed mobile unit to narrow down times when speeding is occurring.

## CITIZEN COMMENTS

Tj Gillson stated support for increased patrol for traffic violations at the four-way stop. She also inquired on the location and condition of a set of original prints that were donated to the Library when it was established. Administrator Parra will follow up to get more information. The prints are believed to be located in storage in City Hall and not in danger of damage.

## ORDINANCES & RESOLUTIONS

RESOLUTION 2024-736 - A Resolution of the City of Halsey Adopting the Budget for the 2024-25 Fiscal Year and Imposing the Tax Rate of 5.6014 per \$1,000 and \$54,102 for Bonded Debt. The council must adopt a Resolution for appropriations of funds and imposing the tax for the 2024-2025 Fiscal Year.

**Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2024-736 – A Resolution Adopting the Budget for the 2024-2025 Fiscal Year and Imposing the Tax Rate of 5.6014 per \$1,000 and \$54,102 for Bonded Debt

**Motion by:** Councilor Gillson, Seconded by Councilor Romer  
**Vote:**

**Ayes:** Unanimous  
*Motion Carries*

RESOLUTION 2024-737 - A Resolution Certifying the Eligibility of the City of Halsey to Receive State Shared Revenue Funds. Council must adopt this Resolution for the City of Halsey to be eligible to receive State Shared Revenue Funds

**Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2024-737 – A Resolution Certifying the Eligibility of the City of Halsey to Receive State Shared Revenues

**Motion by:** Council President Isom, Seconded by Councilor Gillson  
**Vote:**  
**Ayes:** Unanimous  
*Motion Carries*

RESOLUTION 2024-738 - A Resolution of the City of Halsey Declaring the City's Election to Receive State Shared Revenues. This Resolution must be done to receive State Shared Revenue. State Shared Revenues are estimated at \$11,000 and are budgeted in the General Fund for a replacement server and community engagement, and budgeted to the Park Fund for Park improvements (playground equipment)

**Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2024-738 – A Resolution Declaring the City of Halsey's Election to Receive State Shared Revenues

**Motion by:** Councilor Romer, Seconded by Council President Isom  
**Vote:**  
**Ayes:** Unanimous  
*Motion Carries*

RESOLUTION 2024-739 - A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Planning Requests, Water Services, Sewer Services, Facilities Reservation Rates, and Repealing Resolution 2023-723. This resolution adopts the City of Halsey fee Schedule for the 2024-2025 fiscal year and includes proposed changes to utility rates and the addition of a special livestock permit.

**Motion:** I recommend that the Governing Body of the City of Halsey adopt Resolution 2024-739, A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Requests, Water Services, Sewer Services, Facilities Reservation Rates and Repealing Resolution 2023-723.

**Motion by:** Council President Isom, Seconded by Councilor Gillson  
**Vote:**  
**Ayes:** Unanimous

*Motion Carries*

**RESOLUTION 2024-740 –** A resolution of the City of Halsey updating and adopting the Employee Handbook for the City of Halsey and repealing all prior versions of the Employee Handbook. Revisions include updates to the employee reimbursement policy and employee compensation for weekend duty.

**Motion:** I move that the City of Halsey adopt RESOLUTION 2024-740 – A Resolution Updating and Adopting the Employee Handbook for The City of Halsey and Repealing All Prior Versions of the Employee Handbook

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

**Vote:**

**Ayes:** Unanimous

*Motion Carries*

## REPORTS TO COUNCIL

City Administrator-Briana Parra

- City Water Outage – Public Works intends to conduct system maintenance to replace the master water meter at the water treatment plant on Thursday, June 13<sup>th</sup>. The work is anticipated to take approximately five hours, during which time water service will be off city-wide. Notifications have been sent to residents via the Brownsville Times, the Halsey Happenings Newsletter, on Utility Bills, on Facebook, and a zip code wide mailing. Target communications were provided in advance to the Fire District and School District. Portable toilets and handwash stations will be available at City Hall, the Library, and Halsey Memorial Park during the service interruption.  
  
-A question was asked if flyers were posted at 7 Star Convenience Store. Staff will take flyers over on Wednesday.
- Georgia Pacific Donation- The Georgia Pacific Mill is donating \$500 to the Halsey City Library. GP has consistently and generously donated to help support the library since it's opening in 2015.
- City-Wide Garage Sale- The annual City-Wide Garage Sale took place on Saturday, June 1<sup>st</sup>. There were several sales and increased foot traffic in Halsey. The City was unable to secure any food truck vendors for the event, for reasons including availability due to conflicts with other events in the area, power access restrictions, and previous experiences in Halsey that resulted in low revenue. The City could consider options in the future to increase the chances of securing food vendors, including changing the date of the sale or investing in creating a sales event at the park to attract vendors.
- Summer Reading Program- Administrator Parra reminded families to get their children registered for the summer reading program.

- OSU Extension Service Food Preservation Workshops- Jenny Gilbert with the OSU Extension Service will be holding a series of food preservation workshops in the Community Center this summer. There is a nominal fee for each class to cover the cost of materials. Fees may be waived if food donated for a particular class is received.
- City Ordinance Efforts- There has been an increase in inoperable vehicles, boats, and RVs parked for extended periods of time in the city right-of-way. Staff has been conducting targeted efforts to address compliance related to these items and ensure safe and clear avenues of traffic on city streets.
- City Clean-Up Day- Staff conducted targeted outreach to residents with restricted items put out for clean-up day to help people understand and benefit fully from this event. Administrator Parra also participated in a ride along with Sweet Home sanitation on the morning of the event to better understand the reasoning behind certain item restrictions, and gauge who staff will need to reach out to following the event.
- Renewal for Advocacy-Halsey is a member of the Small Municipal Communities Advisory Council (SMAC). This program aids in getting priorities for small communities to legislature. Administrator Parra recently received the contract renewal. The cost to be a member is \$1,800 a year. A consensus is not needed at this time. Briana will send additional information to Council and invite Sean with SMAC to a Council Meeting soon to discuss the program.
- Councilor Gillson asked a question about the City-wide Garage Sale and how the event date is determined. He stated that he would like to see a larger event during the sale that involves food vendors. Administrator Parra suggested that Halsey could consider coordinating the event with Brownsville City-Wide Garage Sale and other sales in the region to try to increase traffic to support food vendors.

Public Works- Andy Ridinger

- Water Leaks- Two water leaks were repaired in the month of May, one on West 1st Street and another on East 2nd Street.
- A sewer lateral on the 100 block of West A Street was inspected with a contractor and a buried sewer clean out was located.
- Spraying and mowing was conducted in town and out at the lagoon.
- Entry was made into the sewer lift stations dry vault to inspect the pumps.
- A new water distribution master meter will be installed at the water treatment plant on June 13<sup>th</sup>, resulting in a city-wide water service outage from approximately 9 am to 2 pm. City Hall and Public Works have been diligent in reaching out to business owners and residents to notify of the planned outage.

Library Report-Abi Vinson

- Monthly Stats-There were a total of 123 visitors to the Library in the month of May for an average of 5.35 patrons per day. One hundred twenty books were checked out and one new library card was issued. Five new books were added to the catalog, including purchases and donations. Additional donated books are in the process of being catalogued.
- Summer BBQ- The Library Summer Barbecue is on Saturday, June 22<sup>nd</sup> from 11:30 pm to 1:30 pm. There will be free food and drinks and attendees will have the opportunity to see recent changes and additions to the Library, including the Lending Library and Seed Library, as well as sign up for the Summer Reading Program.
- Door Update- An installation date is TBA. Left Coast Door is awaiting parts for the project.
- Technology Grant Update- New technology will be purchased in June with the grant monies awarded by the Oregon Humanities Connectivity Grant.
- Summer Reading Program Preparation- The majority of the prizes and supplies for this year's Summer Reading Program have been purchased using the Ready 2 Read Grant funds and proceeds from the 5K Fundraiser.
- Central Cascades Wilderness Permit Pass- This is a program in which the Halsey Library be provided a pass that could be checked out by library card holders to access local recreation.
  - Councilor Gillson asked if there is an update to the Lending Library Program with OSU. Librarian Vinson attended a meeting about the program and OSU Staff did some safety education on the equipment and spoke more about the waiver. There will be a form and waiver that will be required to check out equipment, as well as proof of address. Cleaning or replacement fees will be assessed if applicable. Mayor Lachenbruch asked if OSU has provided replacement cost information for the items in the Lending Library. They have not, but most items are estimated at around \$100 in value. Abi will request further information from OSU. Councilor Gillson asked if there is a final list of items that will be available to check out. Items include a pressure canner, steam canner, food sealer, fermentation crock, and dehydrator.
  - Mayor Lachenbruch voiced appreciation for Librarian Vinson's efforts with the awarded technology grant. Councilor Gillson asked for a timeline on when the technology will arrive. The timeline is unknown currently.

Mayor's Report- Jerry Lachenbruch

- Mayor attended a meeting with Sean from SMAC. The meeting was informational, and Sean would like to come speak to Council.
- Bond Advisory Committee Meeting- Mayor attended the meeting. The discussion was about how potential school bonds will affect property tax rates.

- City-Wide Garage Sale- Mayor was out and about in the community during the City-Wide Garage Sale and was able to speak with many residents and get an idea of what is happening around town.
- Spring Clean-Up- There were not many items left after the event had concluded, which is a good indicator that residents received the communications from the City about what items were eligible to be picked up at the event.

Central Linn School District Report- Council President Isom  
*There was no report.*

## **NEW BUSINESS**

### "Library of Things" Agreement & Waiver

The Halsey Library received several food preservation equipment items donated by the OSU Extension Service for the new lending library program. These items will be the launch of a "Library of Things" program. Council was asked to review waiver options and provide feedback to City Staff for the development of a waiver of liability for citizens renting items from the Halsey Library. There was discussion.

-Councilor Romer suggested that the agreement and waiver be reviewed by the City Attorney.

### Ordinance 2024-447- Livestock (First Reading)

Council was asked to review and provide feedback on the draft ordinance. A work session to discuss changes to the Halsey Municipal Code Chapter 10.10-Livestock and Poultry was held on May 28th.

Administrator Parra explained the deviations in the proposed ordinance from what was discussed in the work session, including:

- Restrictions on slaughter in City limits.
- The council had expressed that they would like the permit applicant to be responsible for checking with neighbors. Briana has suggested that the City conduct communications with neighboring properties rather than the applicant.
- Removal of redundant language regarding allowing the ordinance on commercial properties. Briana will research further, including guidelines for when the animals are bordering a commercial property.

-Councilor Gillson asked if Council has had any additional thoughts on opening up this ordinance from just 4H use to the entire community. Mayor stated that he feels that the ordinance should be kept strictly educational. Administrator Parra stated that the City attorney has reviewed the draft ordinance and stated that he does not foresee potential issues with litigation if Council decides to limit the ordinance for educational use only. The attorney did not provide a legal opinion on the number of animals on the lot size indicated but did express concern about the lot size and number of animals allowed within the proposed ordinance. Councilor Gillson stated



that there will potentially be much less conflict with neighboring properties if the ordinance is only limited to 4H. Councilor Romer stated that limiting the ordinance to 4H only would be beneficial for the health of the animals and cleanliness due to strict 4H requirements in those areas.

-Administrator Parra asked how Council feels about the proposed ordinance language stating that the City will communicate with neighboring properties when a permit is applied for, rather than an applicant. This change was suggested since some neighboring residents may not feel comfortable voicing concern directly to their neighbor. Councilor Romer requested adding something to the ordinance that encourages applicants to communicate with their neighbors. That language would not be able to be a part of the ordinance but could be included as part of the permit application process.

-Councilor Romer addressed the formerly mentioned concern regarding density of animals per lot. He said that you cannot have less than two animals, as they are herd animals and would make much more noise and attempt to escape. Mayor Lachenbruch suggested a limit of two. Councilor Romer stated that there would not be a concern if area requirements and setbacks are met, but that a limit of two would be acceptable. Council agreed on setting the limit to two animals.

-Administrator Parra asked Council if they are ok with the proposed setbacks in the draft ordinance. Roofed structures must comply with setbacks, but pens do not and could be placed on the property line, so long as they fall within the setbacks from neighboring buildings. There was consensus.

-Councilor Romer declared a potential conflict of interest but stated that his children will not be participating in the program in the coming year.

*Council reached a consensus to recommend the ordinance as written with amendments.*

#### Special Livestock Permit (First Reading)

The Council was asked to review and provide feedback on the draft Special Livestock Permit. Some changes will be necessary due to the amended changes to the ordinance in the previous agenda item. Administrator Parra has removed the requirement for minors to sign the document. Their name will be listed on the agreement, but the parent/guardian will be responsible for understanding the ordinance and for any violations.

*Council reached a consensus to approve the permit as amended.*

#### **ADJOURNMENT**

Meeting adjourned at 8:20 pm

---

Assistant City Recorder, Larissa Gangle

---

Mayor, Jerry Lachenbruch



## H. DELEGATIONS

1. Delegations		
a. Linn County Sherriff		
Council Action:	<i>NONE</i>	July 9, 2024





# 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](http://www.linnsheriff.org)

## 2024

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

**FOR THE MONTH OF: JUNE**

TRAFFIC CITATIONS: -----	<b>18</b>
TRAFFIC WARNINGS: -----	<b>10</b>
TRAFFIC CRASHES: -----	<b>0</b>
ARRESTS MADE: -----	<b>2</b>
COMPLAINTS/INCIDENTS INVESTIGATED:-----	<b>50</b>

**TOTAL HOURS SPENT: HALSEY 76**  
**hours**

**CONTRACT HOURS= 72 HOURS**

**Michelle Duncan,  
Sheriff, Linn County**

**By: Sgt. Steven Frambes**





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

This Report Encompasses: 6/ 1/24 to 6/30/24

Total Incidents This Month: **50**

Incident Information:	Description
CAD# 2024106831 TIME: 6/1/2024 12:17:34PM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 1300 W 2ND ST HALS  74-year-old R. Christman of Albany received a citation for Fail to Renew Vehicle Registration
CAD# 2024106845 TIME: 6/1/2024 12:47:39PM CASE# CAD Only HALS WARNING MOVING VIOLATIC	TRAFFIC STOP Reported at Block of 31800 HWY 228 HALS  Operator receives moving violation warning.
CAD# 2024107118 TIME: 6/1/2024 8:12:26PM CASE# CAD Only HALS CAD CALL COMPLETE	DOG COMPLAINT Reported at Block of 500 W 4TH ST HALS  Caller requests dog complaint to be documented.
CAD# 2024107271 TIME: 6/1/2024 11:14:00PM CASE# 2402263 HALS REPORT TAKEN	Report Filed. UNLAW USE OF WEAPON - SHOOT PROH AREA Reported At Block Of 00 W 2ND ST Occurred between 2314 hours on 6/1/2024 and 2314 hours on 6/1/2024 .  Robert Reynolds (37) of Halsey was arrested for contempt of court and unlawful use of a weapon
CAD# 2024107456 TIME: 6/2/2024 9:02:32AM CASE# 2402266 HALS REPORT TAKEN	Report Filed. WARRANT ARREST (LW ONLY) Reported At Block Of 600 W 3RD ST Occurred between 0901 hours on 6/2/2024 and 0902 hours on 6/2/2024 . Reported:  76-year-old Anne Sunday was arrested and received a citation for her Linn County Circuit Court Warrant, Obstructing Police.

Incident Information:	Description
CAD# 2024108800 TIME: 6/4/2024 11:22:08AM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 800 W 5TH ST HALS <hr/> Caller found a girls bicycle and clothing on a field access driveway. The bicycle was placed out as trash over a week prior. Deputy investigated and found nothing suspicious occurred.
CAD# 2024108801 TIME: 6/4/2024 11:24:12AM CASE# CAD Only HALS	TRANSFER 911 INFO - LAW CALL Reported at Block of 800 CENTENNIAL CT HALS <hr/> No Public Narrative.
CAD# 2024108806 TIME: 6/4/2024 11:30:36AM CASE# CAD Only HALS	FOUND PROPERTY Reported at Block of 800 CENTENNIAL CT HALS <hr/> No Public Narrative.
CAD# 2024109164 TIME: 6/4/2024 7:39:15PM CASE# CAD Only HALS CAD CALL COMPLETE	ALARM LAW ONLY Reported at Block of 1200 W 2ND ST HALS <hr/> Deputy checked on alarm, building secure, unk reason for activation.
CAD# 2024109626 TIME: 6/5/2024 1:48:57PM CASE# CAD Only HALS CAD CALL COMPLETE	CITY ORDINANCE VIOLATION Reported at Block of 1300 W 4TH ST HALS <hr/> Deputy working with a property owner regarding municipal code violations regarding fencing and fencing materials.
CAD# 2024111749 TIME: 6/8/2024 5:46:44AM CASE# CAD Only HALS WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 100 W D ST HALS <hr/> Driver stopped for no plate, no temp. Temp was actually present, but not properly displayed. Warning



Incident Information:	Description
CAD# 2024111771 TIME: 6/8/2024 7:30:21AM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 1400 W 2ND ST HALS <hr/> Operator cited for expired tags (10/2023)
CAD# 2024111802 TIME: 6/8/2024 8:24:02AM CASE# CAD Only HALS WARNING EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 1600 W 2ND ST HALS <hr/> Operator warned for expired tags on display, new tags not placed yet.
CAD# 2024111830 TIME: 6/8/2024 9:11:57AM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 100 W A ST/W 2ND ST HALS <hr/> Operator cited for expired tags 02/2024
CAD# 2024111835 TIME: 6/8/2024 9:28:23AM CASE# CAD Only HALS WARNING EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 100 W A ST/W 2ND ST HALS <hr/> Warning
CAD# 2024111850 TIME: 6/8/2024 9:50:50AM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 100 W A ST/W 2ND ST HALS <hr/> Operator cited for expired tags 05/2013
CAD# 2024111886 TIME: 6/8/2024 10:53:28AM CASE# CAD Only HALS WARNING EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 1300 W 2ND ST HALS <hr/> Driver warned as she had no plate or temp visible.

Incident Information:	Description
CAD# 2024111899 TIME: 6/8/2024 11:13:18AM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 100 W A ST/W 2ND ST HALS <hr/> Operator was cited for expired tags 03/2022
CAD# 2024111919 TIME: 6/8/2024 11:44:30AM CASE# CAD Only HALS CAD CALL COMPLETE	JUVENILE COMPLAINT Reported at Block of 700 E 1ST ST HALS <hr/> young juveniles were playing on the RR tracks while the parents were watching. All were educated.
CAD# 2024111954 TIME: 6/8/2024 12:21:41PM CASE# CAD Only HALS WARNING EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 1200 W 2ND ST HALS <hr/> Stopped vehicle as tags were expired, but temp tag in window was not seen until stopped.
CAD# 2024111975 TIME: 6/8/2024 12:55:00PM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 100 W A ST/W 2ND ST HALS <hr/> Operator cited for expired tags 10/2023
CAD# 2024111995 TIME: 6/8/2024 1:19:19PM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 1500 W 2ND ST HALS <hr/> Operator cited for expired tags, 06/2023
CAD# 2024112196 TIME: 6/8/2024 6:59:53PM CASE# CAD Only HALS HALSEY	SUSPICIOUS PERSON Reported at Block of 700 W 3RD ST HALS <hr/> Deputies contacted a male who knocked over traffic cones in the road. The male agreed to pick up his mess, then left.

Incident Information:	Description
<p>CAD# 2024112705</p> <p>TIME: 6/9/2024 11:44:01AM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>WARNING ISSUED</p>	<p>TRAFFIC STOP Reported at Block of 1400 W 2ND ST HALS</p> <hr/> <p>No violation, driver released. Deputy error.</p>
<p>CAD# 2024113245</p> <p>TIME: 6/10/2024 7:47:00AM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>CITE EQUIPMENT VIOLATION</p>	<p>TRAFFIC STOP Reported at Block of 000 NW 2ND ST HALS</p> <hr/> <p>39-year-old J. Rush of Brownsville received a citation for Fail to Renew Vehicle Registration .</p>
<p>CAD# 2024114228</p> <p>TIME: 6/11/2024 12:48:44PM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>WARNING MOVING VIOLATIC</p>	<p>TRAFFIC STOP Reported at Block of 1400 W 2ND ST/W O ST HALS</p> <hr/> <p>Operator issued moving violation warning.</p>
<p>CAD# 2024114229</p> <p>TIME: 6/11/2024 12:50:06PM</p> <p>CASE# CAD Only</p> <p>HALS</p>	<p>OD INGESTION POISONING Reported at Block of 400 W D ST HALS</p> <hr/> <p>Female accidentally took medication that did not belong to her.</p>
<p>CAD# 2024114306</p> <p>TIME: 6/11/2024 2:23:23PM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>CITE SPEEDING VIOLATION</p>	<p>TRAFFIC STOP Reported at Block of 000 W 2ND ST/AMERICAN DR HALS</p> <hr/> <p>56-year-old R. Birky of Albany received a citation for Violation of Posted Speed Limit</p>
<p>CAD# 2024114307</p> <p>TIME: 6/11/2024 2:23:50PM</p> <p>CASE# 2402410</p> <p>HALS</p> <p>REPORT TAKEN</p>	<p>Report Filed. THEFT 1 - OTHER Reported At Block Of 00 AMERICAN DR Occurred between 1422 hours on 6/11/2024 and 1423 hours on 6/11/2024 . Reported: 6/11/2024 Officer</p> <hr/> <p>Local business reports trailer valued at \$14,600.00, two dumpsters valued at \$7,000.00 each and a winch valued at \$1,300.00 stolen from sales lot.</p>

Incident Information:	Description
CAD# 2024114536 TIME: 6/11/2024 7:22:06PM CASE# CAD Only HALS CAD CALL COMPLETE	EVENT DETAIL Reported at Block of 000 W HALSEY ST HALS <hr/> CITY COUNCIL MEETING
CAD# 2024115932 TIME: 6/13/2024 5:33:31PM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 100 W A ST/W 2ND ST HALS <hr/> Operator was cited for expired tags, 08/2023
CAD# 2024116499 TIME: 6/14/2024 2:16:10PM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 500 W 2ND ST HALS <hr/> 32-year-old K. Kay of Lebanon received a citation for Fail to Register Vehicle
CAD# 2024116572 TIME: 6/14/2024 3:38:47PM CASE# CAD Only HALS CAD CALL COMPLETE	TRAFFIC STOP Reported at Block of 1200 W 2ND ST HALS <hr/> Operator issued speeding violation warning
CAD# 2024116615 TIME: 6/14/2024 4:28:43PM CASE# CAD Only HALS CAD CALL COMPLETE	MOTORIST ASSIST Reported at Block of 100 NW 2ND ST HALS <hr/> Deputy stops for stranded motorist, motorist did not need law enforcement assistance
CAD# 2024116653 TIME: 6/14/2024 5:31:46PM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 1400 W 2ND ST/W O ST HALS <hr/> 59-year-old L. Milligan of Albany received a citation for Fail to Renew Vehicle Registration .

Incident Information:	Description
<p>CAD# 2024117140</p> <p>TIME: 6/15/2024 10:00:44AM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>CAD CALL COMPLETE</p>	<p>MOTORIST ASSIST Reported at Block of 100 NW 2ND ST HALS</p> <hr/> <p>Deputy stops for stranded motorist. Operator did not need law enforcement assistance</p>
<p>CAD# 2024117237</p> <p>TIME: 6/15/2024 1:11:54PM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>WARNING EQUIPMENT VIOL</p>	<p>TRAFFIC STOP Reported at Block of 31800 HWY 228/E 1ST ST HALS</p> <hr/> <p>Operator issued equipment violation warning.</p>
<p>CAD# 2024117270</p> <p>TIME: 6/15/2024 1:55:34PM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>CITE MOVING VIOLATION</p>	<p>TRAFFIC STOP Reported at Block of 900 W 2ND ST/W I ST HALS</p> <hr/> <p>76-year-old M. Prentice of Albany received a traffic citation for failing to Obey a Traffic Control Device.</p>
<p>CAD# 2024117320</p> <p>TIME: 6/15/2024 3:16:35PM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>WARNING SPEEDING VIOLAT</p>	<p>TRAFFIC STOP Reported at Block of 200 W O ST/W 3RD ST HALS</p> <hr/> <p>Operator issued speeding violation warning.</p>
<p>CAD# 2024117325</p> <p>TIME: 6/15/2024 3:26:53PM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>CAD CALL COMPLETE</p>	<p>TRAFFIC HAZARD Reported at Block of 200 W O ST HALS</p> <hr/> <p>Deputy and City employee attempt to fix fallen stop sign, information forwarded to ODOT</p>
<p>CAD# 2024117335</p> <p>TIME: 6/15/2024 3:44:02PM</p> <p>CASE# CAD Only</p> <p>HALS</p> <p>CITE EQUIPMENT VIOLATION</p>	<p>TRAFFIC STOP Reported at Block of 000 W 2ND ST/W A ST HALS</p> <hr/> <p>29-year-old C. Morgan of Eugene received a citation for fail to renew vehicle registration</p>

Incident Information:	Description
CAD# 2024117395 TIME: 6/15/2024 4:51:40PM CASE# CAD Only HALS WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 100 W H ST/W 1ST ST HALS <hr/> Operator issued equipment violation warning.
CAD# 2024122328 TIME: 6/22/2024 12:36:15PM CASE# CAD Only HALS CITE EQUIPMENT VIOLATION	TRAFFIC STOP Reported at Block of 100 W A ST/W 2ND ST HALS <hr/> Operator cited for expired tags, 11/2022
CAD# 2024123524 TIME: 6/24/2024 10:29:03AM CASE# CAD Only HALS CAD CALL COMPLETE	911 HANG UP CALL Reported at Block of 600 EGRET AVE HALS <hr/> Deputy responds to 911 hang up, person did not need law enforcement assistance
CAD# 2024123951 TIME: 6/24/2024 7:00:39PM CASE# 2402589 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: INFORMATION ONLY REPORT Reported At Block Of 1200 W 4TH ST Occurred between 1900 hours on 6/24/2024 and 1900 hours on <hr/> Deputy took a report involving a juvenile.
CAD# 2024125088 TIME: 6/26/2024 9:52:02AM CASE# CAD Only HALS CAD CALL COMPLETE	WELFARE CHECK Reported at Block of 600 EGRET AVE HALS <hr/> Caller was advised of our recent contacts with the disabled male and she will be sending out a service to check in with the male to determine he needs.
CAD# 2024126084 TIME: 6/27/2024 1:32:55PM CASE# 2402637 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: DOG BITE Reported At Block Of 400 W F ST Occurred between 1332 hours on 6/27/2024 and 1332 hours on 6/27/2024 . Reported: <hr/> Deputy investigated a dog bite in Halsey and issued citations.

Incident Information:	Description
CAD# 2024126143 TIME: 6/27/2024 2:57:32PM CASE# 2402638 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: DOG COMPLAINT Reported At Block Of 400 W F ST Occurred between 1457 hours on 6/27/2024 and 1457 hours on 6/27/2024 . Reported: <hr/> Deputy cited Ricky Foshee of Halsey for traffic violations and dog violations on F Street in Halsey.
CAD# 2024126662 TIME: 6/28/2024 10:38:04AM CASE# CAD Only HALS CAD CALL COMPLETE	FOLLOW UP Reported at Block of 400 W F ST HALS <hr/> No Public Narrative.
CAD# 2024126892 TIME: 6/28/2024 3:52:13PM CASE# CAD Only HALS CAD CALL COMPLETE	FOLLOW UP Reported at Block of 400 W F ST HALS <hr/> No Public Narrative.

## J. REPORTS TO COUNCIL

1. Employee Reports		
a. City Administrator Report		
Council Action:	NONE	July 9, 2024

### 1. Highway 99 Project

As many of you have noticed, the project has moved to the western lanes of Highway 99, resulting in closure of O street where it accesses the highway. While we knew this closure would happen eventually, unfortunately the date of closure took us by a bit of surprise. Public works notified me of the closure to the street right away, and I went to investigate the signage situation. I connected with our ODOT contact, Andrea, who was very responsive to our concerns about communication and signage. ODOT worked to update and improve signage immediately, which we hope will lessen the chance of semi-trucks driving through our small residential streets. I was briefed on the anticipated timeline of the O street closure for this portion of the project, which is expected to take 4 weeks. Larissa was able to get the information into our July newsletter, and we posted it to social media and the City website. I went to visit all of the industrial buildings down O street and Powerline to apologize for the lack of notice for the street closure and update them on the timeline. We have also requested that the contractors limit the storage of equipment in the right of way near the park to allow patrons to continue to use our facilities.

### 2. Parks Project

We have received our right of way permit for the tree removal from ODOT! While these steps took a bit longer than anticipated, having the permit in place allows us to move forward with scheduling work. We will need to collaborate with ODOT to ensure that our work does not disrupt their Highway 99 work, and vice versa. We also received the wetland delineation report for the portion of the park that will house the new playground equipment. The report found no requirements for wetland mitigation, and that our project will not have any significant impact on wetlands. This was a pivotal step in the process allowing us to move forward. I am working on Bids for the path project, the playground equipment, and court resurfacing, which need to comply with an intermediate procurement process due to anticipated cost exceeding \$25,000.

### 3. Elections – Council seats coming to end of term

It is an election year! We have 3 council seats and the Mayor positions coming to the end of their term in December 2024. Election packets are available at City Hall. There are two major deadlines to keep in mind if you wish to file candidacy

#### a. File by petition –

This requires candidates to collect signatures from City of Halsey residents. Signature pages must be approved by the Halsey Election Officer (Briana) prior to collection of signatures. The deadline to submit all the necessary forms to file by petition is **August 14<sup>th</sup> at 5pm**

#### b. File by Declaration –

This requires a candidate filing fee and submission of the file by declaration forms to City of Halsey. The Deadline to file is **August 27<sup>th</sup> at 4pm**

### 4. Delegations for Future meetings

We have several people interested in coming to council in the near future.

Josh Stanley from Sweet Home Sanitation will be joining us in August

Sean Tate from Small Municipalities Advocacy Coalition – would like to come check in and present. Date TBD

Ryan Vogt from Oregon Cascades West Council of Governments – would like to come present in September



5. LOC Conference

The League of Oregon Cities Conference will be held in Bend October 17-19. I have applied for a scholarship to support my costs and would like to hear from Council if there is interest in attending. Unfortunately, the city cannot afford to send everyone. The conference registration is \$475 per person, and lodging in Bend can easily get expensive. I feel the best course of action is to gauge interest, and then determine the most equitable and fair way to select who will go this year if more people are interested than the city can afford to send.

6. Upcoming Events

July 11<sup>th</sup> – OSU Summer Food Preservation. Salsa Canning Class, 6-8pm at City Hall. Cost is \$15 per person. Registration details available on City of Halsey website

July 13<sup>th</sup> – Summer Reading program – Caesar the No Drama Lama, 11am at City Hall Community Center.

July 20<sup>th</sup> – Summer Reading program –Raptor Center, 11am at City Hall Community Center.

July 23 - Georgia Pacific donation check presentation to Citly Library, 1:00pm at the Library

July 26<sup>th</sup> – Blood Drive, 10am – 3pm at City Hall. Come donate blood and receive a free movie ticket!

July 27<sup>th</sup> – Summer Reading program –Digeridoo Down Under Music, 11am at City Hall Community Center.

## J. REPORTS TO COUNCIL

1. Employee Reports	
b. Public Works Department	
Council Action:	<i>NONE</i> <span style="float: right;">July 9, 2024</span>

### Water Distribution:

No correct data

### Waste water:

WW Collected            1,746,000 gallons

### June Report:

We repaired a 2" water line leak @ E. 2<sup>nd</sup> and A st. We had to replace a section of pipe to complete the repair. We successfully installed a new distribution meter at the water treatment plant. But an unusual issue happened while turning on the distribution pump. The VFD (variable frequency drive) that is attached to the pump failed or should I say burnt up.

Luckily, we had one on the shelf and were able run to Eugene and pick up a new keypad display controller and got it programmed and running the next day.

We located a buried 6" sewer clean-out that was on our maps on the 600 block of W. 2<sup>nd</sup> that had a 5-gallon bucket covering it. The reason we started the investigation was we needed to find it and a resident wanted to put up a fence and we had video footage of a root ball in the sewer main from civil west engineering. The clean out was found, the root ball was extracted and the clean out was repaired and brought to grade with a new access cap.

We noticed excessive water coming into a manhole on W. A street. Our investigation found the contractor that installed the new sewer lateral at 150 A street had drilled completed through the pipe creating ground water to enter the system. Corrective actions are in place from Briana.



## J. REPORTS TO COUNCIL

### 1. Employee Reports

#### c. Library

Council Action: **NONE**

July 9, 2024

Circulation for June		Total Circulation since opening (Aug. 2015)	
Fiction	1		
Non-Fiction	139	Total Number of Patrons to Date	617
Total	186		
Cities Represented in Circulation		Total Number of items in collection	5,125
Halsey	170		
Shedd	11	Avg. Daily Threshold Count since opening	6.0
Brownsville		Average Daily Threshold Count for May	10.5
Sweet Home	5		
Value of Inventory Through June			
Fiction	\$55,400.59		
Non-Fiction	\$36,359.98	Books added to inventory in June	9
Total	\$91,760.57		

### Updates

We had 185 visitors for an average of 10 per day. This includes the two days we were closed and the BBQ event. 186 books were checked out and 6 new library cards were issued. 9 books were purchased and will be added to the catalog.

The library's summer barbeque was on Saturday, June 22<sup>nd</sup>. It was a good turnout and a lot of fun. Varcomm might be interested in putting on this event annually. It was a good way to promote the summer reading program and bring new people into the library.

Left Coast Door will be installing the automatic door on Monday July 8th.

I will be purchasing the new technology with the Oregon Humanities Connectivity Grant this month. I need to contact our technology vendors about which computers to purchase.

Summer Reading Program starts this month and runs every Saturday from July 13<sup>th</sup> to August 10th.

Our Central Cascades Wilderness Permit is available for checkout at the library, and hopefully we will have a pass for state parks soon.

The lending library should be put into circulation this month.

The seed library is available and has been popular so far.



**J. REPORTS TO COUNCIL**

<b>2. Council Reports</b>		
<b>a. Mayors Report</b>		
<b>Council Action:</b>	<b>NONE</b>	<b>July 9, 2024</b>

**J. REPORTS TO COUNCIL**

<b>2. Council Reports</b>		
<b>b. Central Linn School District Report</b>		
<b>Council Action:</b>	<b>NONE</b>	<b>July 9, 2024</b>



## K OLD BUSINESS

1. Special Livestock Permit		
Council Action:	<i>consensus</i>	July 9, 2024

**Issue Statement:** The Council is asked to consider approval of the Special Livestock Permit

**Summary:** A work session to discuss changes to Halsey Municipal Code (HMC) chapter 10.10 – Livestock and Poultry. During the work session council proposed a Special Livestock Permit to accompany proposed changes to the HMC.

- **Possible Options:** Council can discuss and reach a consensus, providing instructions to City Administrator on next steps.

1. Approve as recommended
2. Approve with amendments
3. Provide further direction to staff
4. Deny request





## Halsey Special Livestock Permit

[No permit required for lot sizes 30,000 square feet (~0.69 acre) or larger]

Purpose: To provide opportunity for youth participating in educational programs such as 4H or FFA to raise lambs or goat kids within Halsey City Limits, subject to verification and a signed agreement with the City regarding conditions and care of keeping animals, and in compliance with all other Halsey Municipal and Development codes.

### Area & Pen Requirements

1. Minimum tax lot size requirement 9000 square Feet (approximately .2 acres)
2. Animal pen cannot be located in the front yard.
3. Designated pen with the minimum equivalent of a 5' x 8' ft (40 square feet) area for each animal, and provide adequate shelter from sun and rain.
4. Designated pen must comply with all setbacks described in Municipal Code 10.10.080 and Development Code 2.2.120
5. Animals must be on leash, halter, tied up, staked out or within a fenced yard at all times when not in a designated pen.

### Animal Restrictions

1. Lamb and/or goat kids are only permitted on site from **February 1st – October 1st** of a calendar year.
2. Lamb and goat kids allowed under this permit must be under 12 months of age and under 175 pounds
3. No more than 2 sheep or goats per tax lot.

### Health and Sanitation

1. Animal feed must be stored in a rodent-proof container.
2. A covered, self-contained, waterproof receptacle must be used for holding accumulations of solid waste to prevent flies and odor. This receptacle should be emptied sufficiently to prevent it from becoming a nuisance.

### Requirements checklist

*(check boxes following completion of each task, all boxes must be checked to acquire a permit).*

☐ Review and understand City of Halsey ordinance section 10.10 LIVESTOCK and POULTRY with special attention to sections:

- ☐ 10.10.050 Health and sanitation
- ☐ 10.10.070 Area Requirements
- ☐ 10.10.080 Animal Shelters, and
- ☐ 10.10.100 Penalty

☐ Fill out Special Livestock Permit Form and Provide site map (can be hand drawn but must be clear).

☐ Pay Annual fee \$25 to City of Halsey (for processing).

☐ Pass Administrative Review (for commercial zone only)\*

☐ Pass on-site inspection conducted by City of Halsey Staff

**\*Administrative review consists of determining if there are any food service, food processing or medical service related businesses on adjacent property to applicant. Finding these types of business exist may result in additional requirements or denial of permit for health and safety concerns.**

## Applicant information

Landowner name: \_\_\_\_\_

Site address: \_\_\_\_\_

\_\_\_\_\_

Size of taxlot (square feet): \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

1. Description of livestock on site and the purpose: number, species, and gender of animals  
(*example 2 Hampshire/Suffolk cross, whether lambs*)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Description of Waste/Manure management plan  
(*example: storage location, disposal plan and frequency*)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Site information (attach separately):  
*Site map should include:*

- Shape of the property/tax lot
- Street name(s) for orientation
- Names of neighbors on each adjoining tax lot
- Location of other buildings on the property
- Location where animals will be housed/held on the property with dimensions of enclosure
- Distance of animal enclosure from:
  - Dwelling on subject property,
  - Dwelling(s) on neighboring property
  - Property lines.
- Location where animal refuse container will be kept

The applicant/owner understand and agree that:

- Any approvals associated with this request may be revoked if found in conflict with information represented in this application.
- The approval of this request does not grant any right to erect any structure or use any premises described for any purposes or in any manner prohibited by City of Halsey ordinances, codes or regulations.
- The applicant hereby authorizes City of Halsey officials to enter the property and inspect activity in conjunction with the proposed use.
- Any penalties incurred as a result of violation of the provisions of Halsey Municipal Code chapter 10.10 are the responsibility of the Landowner

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### **4-H and FFA Information**

##### **1. Participant Information**

4-H/FFA Member name: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

To ensure the applicant is enrolled in a 4-H or FFA Market lamb or goat project:

##### **1. Group Leader Information**

4-H/FFA Group leader name: \_\_\_\_\_

Name of group: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_



## L. ORDINANCES & RESOLUTIONS

1. ORDINANCE 2024-447 – An Ordinance Amending the Halsey Municipal Code 10.10 Livestock		
Council Action:	<b>MOTION</b>	<b>July 9, 2024</b>

**Issue Statement:** The Council is asked to asked to consider adopting an Ordinance Amending the Halsey Municipal Code Chapter 10.10 – Livestock and Poultry

**Summary:** Updates Halsey Municipal Code (HMC) chapter 10.10 – Livestock and Poultry to allow lambs and goat kids on lots under 30,000 square ft. for Youth Educational Programs such as 4-H and FFA.

- **Possible Motion:** I move that the Governing Body of the City of Halsey adopt ORDINANCE 2024-447 – An Ordinance Amending the Halsey Municipal Code 10.10 Livestock and Poultry

- **Council Options**
  1. Approve as recommended
  2. Approve with amendments
  3. Provide further direction to staff
  4. Deny request





## ORDINANCE 2024-447

### AN ORDINANCE AMENDING HALSEY MUNICIPAL CODE CHAPTER 10.10 TO ADD PROVISIONS ON LAMBS AND GOAT KIDS

**Whereas**, the City does not currently allow lambs and goat kids on small parcels within the City;

**Whereas**, the City would like to allow lambs and goat kids within the City under certain conditions that account for the possible nuisance impacts of livestock on neighbors,

**Now, therefore, the City of Halsey ordains as follows:**

**Section 1.** Hasley Municipal Code Chapter 10.10 is amended, in total, to read as follows:

**10.10.010. Purpose.** The purpose of this chapter is to set forth regulations as they apply to the keeping or raising of livestock or poultry within the City of Halsey.

**10.10.020. Definitions.** As used in this ordinance, the following words and phrases shall have the meaning ascribed:

***“Butcher” means to cut up and the preparation of domestic meat for consumption.***

***“City”*** means the City of Halsey, Oregon.

***“Goat kid”*** mean any male or female goat under the age of 12 months, and under 175 pounds.

***“Harvest”*** means the act of slaughter or butchering of an animal for the purpose of making consumable meat.

***“Lamb”*** means any male or female sheep under the age of 12 months, and under 175 pounds.

***“Livestock”*** means any domesticated animals commonly kept for use on a farm or raised for sale and profit. The term includes, but is not limited to: cows, calves, bulls, horses, mares, colts, mules, goats, kids, sheep, lambs, and swine.

***“Person”*** means a natural person, firm, partnership, association, or corporation.

***“Poultry”*** means any domesticated birds that commonly serve as a source of food. The term includes, but is not limited to chickens, domesticated pigeons, turkeys, ducks, and geese.

***“Slaughter”*** means putting animals to death and does not include butchering, meat cutting or preparation of domestic for consumption.

***“Youth Educational Program”*** means participation in an organized education program for livestock husbandry. The term includes, but is not limited to 4-H, FFA, or similar programs.

**10.10.030. Animals Running Loose.**

- (1) No person owning, in possession of, or having control of any livestock or poultry shall permit the livestock or poultry to run loose in a public place, or on property of others without their permission
- (2) No person owning, in possession of, or having control of any livestock or poultry shall permit the livestock or poultry to be tethered or pastured in any manner upon a public place, or on property of others without their permission.

**10.10.040. Exceptions for riding, herding and leading livestock.**



- (1) No person shall ride, herd or lead livestock over the right-of-way of any major street except for the purpose of reaching an area where the livestock are permitted.
- (2) The council may grant exceptions to the provisions of this section for community activities such as parades, special promotions, etc., upon application to the council in a manner prescribed by the City Administrator.
- (3) Nothing in this ordinance shall prohibit the transportation of an animal by any reasonable means to a veterinarian for medical treatment or examination or for commercial purposes.

#### **10.10.050. Health and Sanitation.**

- (1) The keeping or raising of poultry or livestock must not be conducted so as to create an unsanitary condition resulting in a nuisance as may be determined by the City Council or County Health Department. No person keeping or raising such livestock shall create or maintain a nuisance by allowing or permitting unusual or excessive:
  - a. Noise.
  - b. Accumulation of manure.
  - c. Presence of flies.
  - d. Presence of rodents.
  - e. Production of odors.
  - f. Accumulation of surface water without adequate sanitary drainage in or about any barn, stable, roofed structure for the shelter of livestock, corral, fenced area, or pasture.
- (2) All persons keeping or raising poultry or livestock shall be required to have the following:
  - a. A rodent-proof container for storage of animal feed.
  - b. When keeping lambs and goat kids on lots under 30,000 square feet as described HMC 10.10.070, a fly proof and watertight receptacle for collection of manure, which will be emptied sufficiently often and in such a manner as to prevent it becoming a nuisance.
- (3) Harvesting of animals on residential property shall meet the following criteria:
  - a. Only poultry and rabbits may be slaughtered on site.
  - b. The slaughter of all other livestock is prohibited on residential property.
  - c. Any allowable harvesting of animals shall not occur in view from any public area or any adjacent property.

#### **10.10.060. Secondary Use.**

The keeping and raising of livestock shall be secondary to the principal residential use of the property.

#### **10.10.070. Area Requirements.**

- (4) Livestock shall only be kept or raised on lots of 30,000 square feet (approximately three-fourths of one acre) or more, and shall be kept within an adequately fenced area in a back or side yard. Unaltered male livestock are not permitted. The total number of all such livestock is subject to the following land area limitations:

- (a) Not to exceed one horse or three sheep, or one swine, or similar livestock for each 20,000 square feet of area devoted to livestock.
- (b) Not more than four horses or twelve sheep or two swine or similar livestock shall be kept at one location.
- (5) Lambs and goat kids shall be permitted on lots under 30,000 square feet or more if the following criteria are met:
  - a. Lambs and goat kids are being kept solely for the purpose of a youth educational program such as 4-H or FFA livestock projects.
  - b. The lot size shall not be less than 9,000 square feet.
  - c. Lambs and goat kids on lots under 30,000 square feet are only permitted from February 1 through October 1.
  - d. Each lamb and goat kid requires the equivalent of a 5' x 8' feet area (40 square feet of space) within a dedicated holding pen.
  - e. Lambs and goat kids must be leashed, haltered, or in a fenced yard at all times when not in a dedicated enclosure.
  - f. No more than 2 total lambs and goat kids are allowed.
  - g. Prior to bringing a lamb or goat kid onto the property an annual permit shall be applied for at the City, a fee for which shall be established by Council Resolution.
  - h. A permit shall be issued by the City:
    - i. After a notice has been sent to adjoining property owners and renters, other than the City, informing them of the request to place lambs or goat kids on adjoining property and informing them they have 10 days to let the City know in writing if they have an objection or concern; and
    - ii. No objection is made to the City.
- (6) Livestock on residential property located in the commercial zone shall require administrative review

#### **10.10.080. Animal Shelters.**

- (1) All barns, stables, or roofed structures for the shelter of livestock shall be located no closer than 60 feet to any existing dwelling or swimming pool on property adjacent to the property where said livestock is kept, nor closer than 25 feet from a residence on the subject property.
- (2) Any corral, fenced area, or restraint for livestock, except swine, shall not be located closer than 25 feet to an existing dwelling on property adjacent to the property where said livestock are kept, nor within 30 feet of the center line of a public street.
- (3) Any fenced area or roofed structure restraint for swine shall not be located closer than 100 feet to an existing dwelling or swimming pool on property adjacent to the property where said swine are kept, nor within 100 feet of the center line of a public street.

#### **10.10.090. Poultry.**

The keeping of poultry is permitted in the residential zoning district subject to these limitations and restrictions:

- (1) The maximum number of chickens allowed on a residential lot shall be limited to one chicken hen per 1,000 square feet of lot size, up to a maximum of 15 chickens. Roosters are not permitted. Chicks under the age of four months shall not count towards the maximum numbers allowed. Other poultry are limited to: 12 pigeons and two of any other kind of poultry.
- (2) Poultry must be kept confined to a single lot. No poultry shall be allowed to be within 25 feet of a dwelling on an adjoining lot.

**10.10.100. Penalty.**

- (1) A violation of this chapter is punishable upon conviction by a fine not to exceed \$500. Each day of occurrence of such violation shall constitute a separate violation of this chapter.
- (2) Removal of livestock from property can be required under the following conditions:
  - a. A livestock owner is found to be abusive or negligent of the animal under their care;
  - b. When there is a public risk to health or safety as determined by the City Administrator or Oregon Health Authority;
  - c. Upon the determination of a third violation of this chapter; or
  - d. If two notices of a single violation have been sent and there has been no response to the City, and the violation has not been addressed within 14 days.

Livestock will not be permitted for 1 year following the removal of livestock from property that otherwise meet area requirements as described in HMC 10.10.070 and 10.10.080.

**10.10.110. Severability.** The sections and subsections of this ordinance are severable. The invalidity of any section or subsection shall not affect the validity of the remaining sections or subsections.

**Section 2 - Effective Date.** This ordinance will go into full force and effect on the 30th day after City Council enactment as provided in the Halsey Charter.

**FIRST READ to the Council the 11<sup>th</sup> Day of June, 2024**

**Second READ to the Council the 9<sup>th</sup> Day of July 2024**

**PASSED by the Council this TBD**

**SIGNED by the Mayor this TBD**

**Effective this TBD**

ATTEST:

APPROVED:

---

Briana Parra , City Administrator

---

Jerry Lachenbruch, Mayor

## M. EXECUTIVE SESSION

1. City Administrator Evaluation		
Council Action:	NONE	July 9, 2024

**Issue Statement:** The Halsey City Council will go into Executive Session pursuant to ORS 192.660(i) to discuss the annual evaluation of the City Administrator. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions as provided by ORS 192.660 but must not disclose any information discussed.

**Summary:** City Administrator Evaluations were completed by Councilors and returned to the Mayor. The Council entered executive session to discuss feedback for the City Administrator. The Mayor compiled averages of the evaluation scores and prepared an evaluation that includes the Council's combined feedback.

The purpose of this executive session is to deliver the evaluation to the City Administrator.

- This item is for discussion. No decisions can be made in executive session.