



Council Packet

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

Tuesday, November 18th, 2025
7:00 PM

D. CONSENT AGENDA

Consent Agenda		
Council Action:	MOTION	November 18, 2025

Issue Statement: Council is asked to review and approve the consent agenda items which include Meeting Minutes and Financial Reports. 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.

Council may opt to vote on these together or separately

1. Council Meeting Minutes – September 9, 2025
2. Financial Reports
 - a. September 2025 - which includes approving check numbers 21584 - 21622 in the amount of \$36,018.39
 - b. October 2025 - which includes approving check numbers 21623- 21670 in the amount of \$36,216.01

OPTION 1: Vote on all items together

- **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. Approve with amendments
4. Provide further direction to staff
5. Deny request

OPTION 2: Vote on an item separately

- **Possible Motion:** I move that the Governing Body of the City of Halsey approve the (insert separate report name) as submitted.

- **Council Options**

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

REGULAR CITY COUNCIL MEETING

September 9, 2025 | 7:00 p.m. | City Hall, 100 W Halsey St., Halsey, OR

**This meeting was not conducted as a hybrid meeting for remote participation due to inclement weather affecting power and internet connections.*

MEETING CALLED TO ORDER

Meeting called to order at 7:00 p.m.

ROLL CALL

Present: Councilor Scott LaCoste, Mayor Jerry Lachenbruch, Councilor Stacy Strauss, Council President Michelle Isom, Councilor Derek Voyez, Councilor John Miller, Councilor Karl Kropf

Absent:

Staff Present: City Administrator Briana Parra, Assistant City Recorder Larissa Gangle, Municipal Clerk Audrey Whiddon

Guests: Anne Sunday, Deputy Jenna Suple

PLEDGE OF ALLEGIANCE

COUNCIL MINUTES

Council was asked to review and approve the August 12, 2025 City Council Minutes.

Motion: I move that the Governing Body of the City of Halsey approve the August 12, 2025 Regular Council Meeting Minutes as submitted.

Motion by: Councilor Strauss, Seconded by Councilor Voyez

Vote: Ayes: Unanimous

Motion Carries

FINANCIAL REPORTS

Council was asked to review and approve the August 2025 Financial Reports

Motion: I move that the Governing Body of the City of Halsey approve the August 2025 Financial Reports as submitted.

Motion by: Councilor Miller, Seconded by Council President Isom

Vote: Ayes: Unanimous
Motion Carries

AGENDA ADJUSTMENTS

There were no agenda adjustments

DELEGATIONS

Linn County Sherriff- Deputy Jenna Suple

In the month of August there were three traffic citations, two traffic warnings, two arrests made, and a total of forty-two complaints/incidents investigated. Deputy Suple provided an overview of the August Sheriff's Report.

-Mayor Lachenburch and Councilor Strauss thanked Deputy Suple for her dedication to the Halsey community, especially focus patrol around the school.

-Deputy Suple asked Council if there are any specific areas that she should focus on when patrolling. Extra patrol was requested at the park while closed to the public for the pathway replacement project.

DELEGATIONS

Proposed Street Vacation of West N Street

Council was asked to consider an application to vacate a 170 foot long section of West N Street, between West 4th and West 5th Streets and blocks 53 and 60 of the Southern Addition to the Town of Halsey. A public hearing is required for Council to consider a Street Vacation Application. No formal decision took place at this time.

The public hearing began at 7:10 pm.

A written public comment from Heather Morijah and Curt Finnegan was received requesting that the large, existing trees not be removed from the property in the case of any future development.

Public hearing closed at 7:13 pm

CITIZEN COMMENTS

Russel Simonson- Commented regarding the previously discussed street vacation and asked if the City receives anything for vacating the property. He also inquired about allowable lot sizes should the property be sub-divided. Administrator Parra invited Mr. Simonson to call or come into City Hall if he would like questions answered about general building code requirements and what can be done on a specific property.

REPORTS TO COUNCIL

City Administrator-Briana Parra

- Council Goal Setting- The bi-annual Council Goal Setting Session is scheduled for October 4th at City Hall at 9 am. Council members will receive surveys by September 16th and due by September 30th.
- OGEC Public Meeting Law Training- The Oregon Government Ethics Training for Councilors and Planning Commission members is scheduled for October 6th from 6pm to 8:30pm. Members of Tangent's governing bodies will be attending as well.
- Inflow & Infiltration- The City has signed a contract with Branch Engineering for design of the upcoming I&I reduction/repair project. Design should be completed by the end of December with bid documents ready for review by DEQ, so that the City may move forward with procurement in January/ February 2026 and construction in Spring of 2026.
- Well Project
 - Water Permit Testing- The City will conduct pump testing in September to show the claim of beneficial use (COBU) for water rights permitting. OWRD has issued the final order on the permit, granting contingent approval pending completion of the COBU.
 - Gap Funding- Documents have been submitted to BIZ Oregon to assess potential funding options for gap funding on the well project. Council will be updated once options have been presented, including any financial impact to the City and user utility rates. In addition to BIZ Oregon funding, the City has also connected with the Energy Trust of Oregon to discuss potential efficiency incentives that may offset project costs.
- Park Project
 - Pathway & Park Closures- Demolition of the existing pathway is complete and framing for the new path has begun. Several people have been observed ignoring the construction zone fencing and closed signs and entering the park. The City will put out additional signage and has requested increased patrols from the Linn County Sheriff's Office to help remind people to stay clear of the area.
 - Climbing Structure Damage- The climbing structure net that was damaged in August is under warranty and new parts have been ordered, with an estimated timeline of 10-12 weeks for production and shipping. Public Works has removed the broken section in the interim and the remaining sections are safe for use.
- Grants
 - Caselle Community Award- The total award amount for this program is actually \$5,000, making the individual grant awards smaller than anticipated. A request was written to support the pollinator garden project at the Library that would add funding to build more program activities- including educational opportunities and free seeds/plants to

encourage more community pollinator gardens. Award winners will be announced in October.

- o Siletz Tribal Charitable Fund- A grant application has been submitted to Siletz for pour in place rubber surface for the exercise equipment area at the park. Winners will be announced in October.
- o Library Summer Reading Program- A grant has been submitted to the American Library Association for the 2026 Summer Reading Program. A supplies grant will also be submitted to iRead by the end of September.

- Training

- o Biz Oregon Infrastructure Summit- Briana received a scholarship to attend this training on September 9th, which focuses on rural infrastructure, resources for infrastructure, and collaborative funding streams.
- o Oregon Mainstreet Conference- Larissa and Briana will attend this conference in October in Albany. With the low registration cost and minimal travel expenses, as well as the alignment with our community and economic development goals, this training is a great opportunity for Halsey. Staff hope to gain insights on strategies to launch Main Street revitalization projects as well as potential funding sources.
- o OCCMA Leadership Academy- Briana was nominated and selected to participate in a year long City and County Manager's leadership academy through OCCMA in mid-October. The academy will include targeted and small group training around process change, community engagement, working with media, and negotiation.
- o Public Records Management Training- Audrey will be attending two upcoming webinars for Public records management hosted by the Oregon Secretary of State, including "Records Management 101" and a records officer training.
- o Municipal Fundamentals Training- Mayor Lachenbruch, Councilor Voyez, and Councilor Kropf will attend the municipal fundamentals training in October.

Public Works Report

For the month of August there were 5,487,098 gallons of water produced and 1,002,000 gallons of wastewater collected.

August Public Works Highlights:

- The Water Treatment Plant is now operating smoothly. The Cla-val roll seal was adjusted, which helps the variable frequency drive run on the 30 hp distribution pump at a lower amperage, giving more of a working separation with the high service pump.
- Annual disinfectant by-product samples were completed.
- All three generators received their bi-annual maintenance.

- A water service leak on East F Street that was created by a contractor was repaired.
- An access hatch was replaced at the Blue Heron Pump Station.
- The gas shack at the Shop was painted.
- A new climber play structure was installed at the park.
- The Shop door was replaced with a new, custom door.
- Park bathrooms were painted.
- Supported Community BBQ & Movie Night
- Trimmed branches away from stop signs throughout town.
- Two small trees were removed from the park.
- New radiator installed on the Hopper mower.

Library Report

The average daily threshold count for patrons in the month of August was 4.7 and there were a total of 98 books in circulation.

August Library Highlights:

- Conclusion of Summer Reading Program, including a Game Day on August 2nd and a magic show and ice cream party to end the program on August 9th.
 - Provided free face painting at the Community BBQ & Movie Night on August 22nd.
 - The last week of August was spent going through the entire current book collection and planning and an upcoming order for new books on the topics of home steading and sustainability.
 - Displays in the Library are transitioning from the Seed Library to information about the "Library of Things," which includes a pressure canner, dehydrator, sealer, steam canner, and fermentation crock.
- Councilor Strauss recently assisted Librarian Watts with setting up a new rotating art exhibit in the Library which will feature artwork from local preschool and kindergarten students.

COUNCIL REPORTS

There were no council reports.

OLD BUSINESS

Code Enforcement-Abatement

Council was asked to provide guidance to staff regarding pursuit of abatement proceedings involving a property with excessive inoperable vehicles. Estimated costs to tow and impound vehicles at the property range from \$3,350 to \$6,350, depending upon if partial or total abatement is performed.

-Administrator Parra provided an overview of the definition of inoperable vehicles, as well as the code enforcement and abatement processes.

-Mayor stated that he would prefer that the City move on with partial abatement due to cost.

-There was discussion about whether or not all violations should be recorded with the court. A court order is required to proceed with abatement, so all items should be listed and then the City can make the decision to do a full or partial abatement.

-Councilor Kropf inquired about whether or not there are other properties in town that are being considered for abatement. There are a handful of other properties in town in various stages of enforcement, but they have not reached the point of being considered for abatement at this time. The property currently in question has been in violation for many years.

-Councilor Miller asked about daily fines for code violations, and if those fines are decided by a judge. The Halsey Municipal Code allows for daily fines, but the City allows the court to make the decision.

There was consensus amongst Council to move forward with the abatement process.

NEW BUSINESS

October Council Meeting Schedule

Council was asked to reach consensus on cancellation or rescheduling of the October City Council Meeting due to several training obligations in the month of October.

Tuesday, October 28th will be held on the calendar if a meeting is needed. Otherwise there will not be a meeting in October.

ADJOURNMENT

Meeting adjourned at 7:50 pm

Assistant City Recorder, Larissa Gangle

Mayor, Jerry Lachenbruch

FINANCIAL REPORTS

CITY OF HALSEY
COMBINED CASH INVESTMENT
SEPTEMBER 30, 2025

COMBINED CASH ACCOUNTS

01-0001001	COMBINED CASH - CHECKING	21,381.59
01-0001002	MONEY MARKET	19,617.65
01-0001003	INVESTMENT POOLED	1,657,081.33
	TOTAL COMBINED CASH	1,698,080.57
01-0001100	XPRESS DEPOSIT ACCOUNT	39,592.59
01-0001000	CASH ALLOCATED TO OTHER FUNDS	(1,737,673.16)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO (10) GENERAL FUND	143,874.01
18	ALLOCATION TO VEHICLE & EQUIP RESERVE	60,874.33
20	ALLOCATION TO (20) STREET FUND	160,371.45
25	ALLOCATION TO (25) STREET & PATHWAY FUND	(10,634.13)
40	ALLOCATION TO (40) BOND FUND	9,233.96
55	ALLOCATION TO (55) LIBRARY FUND	7,016.41
60	ALLOCATION TO (60) WATER FUND	316,626.84
61	ALLOCATION TO (61) SEWER FUND	170,370.74
62	ALLOCATION TO (62) WATER RESERVE FUND	243,292.16
63	ALLOCATION TO (63) SEWER RESERVE FUND	243,804.96
65	ALLOCATION TO STORM WATER BLUE HERON FUND	35,116.55
68	ALLOCATION TO (68) STORM WATER DRAINAGE FUND	28,813.72
72	ALLOCATION TO (72) WATER SYSTM DEVELOP CHG	122,496.52
73	ALLOCATION TO (73) SEWER SYSTM DEVELOP CHG	35,733.92
74	ALLOCATION TO (74) STORMWATER SYSTEM DEVELOP	158,800.67
80	ALLOCATION TO (80) VETERANS MEMORIAL PARK	9,119.99
85	ALLOCATION TO (85) HALSEY CITY PARK FUND	2,761.06
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,737,673.16
	ALLOCATION FROM COMBINED CASH FUND - 01-0001000	(1,737,673.16)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Umpqua Bank Operating Checking (Operating Checking) (1)

September 30, 2025

Account: 010001001

Bank Account Number: 25500067

Bank Statement Balance:	68,438.63	Book Balance Previous Month:	52,833.34
Outstanding Deposits:	1,798.11	Total Receipts:	60,910.26
Outstanding Checks:	48,855.15	Total Disbursements:	92,362.01
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	21,381.59	Book Balance:	21,381.59
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
4	935.35	1193	358.74	1200	414.02	1201	90.00
Grand Totals:							<u>1,798.11</u>

Deposits cleared: 37 items

Deposits Outstanding: 4 items

Outstanding Checks Section

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
14206	27.52	17523	23.44	17752	316.65	18058	53.23
18073	154.00	18155	1.63	18156	13.27	18163	.85
18170	.50	18344	2,000.00	18489	100.00	18511	150.00
18692	28.50	19077	68.45	19120	120.00	19423	154.84
19982	2.94	20412	30.87	20440	7.21	20597	30.00
20773	30.00	20926	117.54	21171	28.50	21172	95.12
21203	7.40	21357	3.09	21457	300.00	21587	3,090.05
21588	11,000.00	21593	30.00	21596	384.40	21597	529.44
21598	1,003.00	21601	472.00	21602	300.00	21604	152.40
21605	319.00	21606	725.00	21618	36.95	21619	146.00
21620	750.00	21622	180.00	92201	236.98	92201	817.64
925251	249.30	925252	275.00	925253	13,032.04	925255	2,207.50
925256	8,505.37	925257	500.00	225201931	260.20	225201975	101.29
225201976	206.44						
Grand Totals:							<u>48,855.15</u>

Checks cleared: 48 items

Checks Outstanding: 53 items

Bank Adjustments SectionBook Adjustments Section

Money Market Account (Money Market) (2)
September 30, 2025

Account: 010001002

Bank Account Number: 25500059

Bank Statement Balance:	19,617.65	Book Balance Previous Month:	55,243.12
Outstanding Deposits:	.00	Total Receipts:	32,295.25
Outstanding Checks:	.00	Total Disbursements:	67,920.72
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	19,617.65	Book Balance:	19,617.65
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposits cleared:	12 items	Deposits Outstanding:	0 items
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Checks cleared:	5 items	Checks Outstanding:	0 items
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Bank Adjustments SectionBook Adjustments Section

Investment Pooled () (3)
September 30, 2025

Account: 010001003

Bank Account Number:

Bank Statement Balance:	1,657,081.33	Book Balance Previous Month:	1,649,610.99
Outstanding Deposits:	.00	Total Receipts:	7,470.34
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	1,657,081.33	Book Balance:	1,657,081.33
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposits cleared:	2 items	Deposits Outstanding:	0 items
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Checks cleared:	0 items	Checks Outstanding:	0 items
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Bank Adjustments SectionBook Adjustments Section

Xpress Deposit Bank () (99)
September 30, 2025

Account: 010001100

Bank Account Number: 10912

Bank Statement Balance:	39,082.10	Book Balance Previous Month:	54,535.95
Outstanding Deposits:	510.49	Total Receipts:	14,943.36-
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	39,592.59	Book Balance:	39,592.59
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
1195	203.81	1202	306.68				
Grand Totals:							510.49

Deposits cleared: 37 items Deposits Outstanding: 2 items

Checks cleared: 0 items Checks Outstanding: 0 items

Bank Adjustments SectionBook Adjustments Section

Report Criteria:

Including transaction count

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISBURSEMENTS (CD)						
09/30/2025	1	ACH Banking Fees	10-110-55-5545	Bank Fees/Misc Expense	52.00	
		ACH Banking Fees	01-0001001	Combined Cash - Checking	.00	52.00-
09/05/2025	2	xPress Bill Pay Monthly Service Fees	61-320-55-5611	Autopay Billing Software	158.42	
		xPress Bill Pay Monthly Service Fees	60-310-55-5611	Autopay Billing Software	158.43	
		xPress Bill Pay Monthly Service Fees	01-0001001	Combined Cash - Checking	.00	316.85-
09/01/2025	3	Pathpoint Merchant Fees-Utility	10-110-55-5545	Bank Fees/Misc Expense	170.09	
		Pathpoint Merchant Fees-General Service	10-110-55-5545	Bank Fees/Misc Expense	17.03	
		Pathpoint Merchant Fees- August 2025	01-0001001	Combined Cash - Checking	.00	187.12-
09/01/2025	4	P.E.R.S Adj.Aug. 2025- Rounding	10-110-50-5402	PERS Retirement-Employer	.04	
		P.E.R.S Adj.Aug. 2025- Rounding	01-0001001	Combined Cash - Checking	.00	.04-
09/03/2025	5	State Tax Withholding Underpayment	10-0002090	State Taxes Withholding	97.25	
		State Tax Withholding Underpayment	01-0001001	Combined Cash - Checking	.00	97.25-
Total CASH DISBURSEMENTS (CD):					653.26	653.26-

References: 5 Transactions: 12

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISBURSEMENTS - MoneyMkt (CD2)						
09/25/2025	1	Account Transfer- MM to CK	01-0001001	Combined Cash - Checking	13,000.00	
		Account Transfer- MM to CK	01-0001002	Money Market	.00	13,000.00-
09/22/2025	2	Banking Fees	10-110-55-5545	Bank Fees/Misc Expense	66.22	
		Banking Fees	01-0001002	Money Market	.00	66.22-
09/22/2025	3	Remote Deposit Monthly Fee	10-110-55-5545	Bank Fees/Misc Expense	30.00	
		Remote Deposit- Excess Deposit Items	10-110-55-5545	Bank Fees/Misc Expense	20.50	
		Remote Deposit Fees- September 2025	01-0001002	Money Market	.00	50.50-
09/22/2025	4	USDA Annual Bond Payment- Principal	40-610-70-7002	1997 Water Bond Principal Pmts	27,201.00	
		USDA Annual Bond Payment- Interest	40-610-70-7020	1997 Water Bond Interest Pmts	27,343.00	
		USDA Annual Bond Payment	01-0001002	Money Market	.00	54,544.00-
09/03/2025	5	ASI Flex Adj.- Move from CK to MM	01-0001001	Combined Cash - Checking	260.00	
		ASI Flex Adj.- Move from CK to MM	01-0001002	Money Market	.00	260.00-
Total CASH DISBURSEMENTS - MoneyMkt (CD2):					67,920.72	67,920.72-

References: 5 Transactions: 12

Report Criteria:

Print Sequence Detail

Date	Check Number	Payee or Description	Check Amount
09/30/2025	1	ACH Banking Fees	52.00
09/25/2025	1	Account Transfer- MM to CK	13,000.00
09/05/2025	2	xPress Bill Pay Monthly Service Fees	158.43
09/05/2025	2	xPress Bill Pay Monthly Service Fees	158.42
09/22/2025	2	Banking Fees	66.22
09/01/2025	3	Pathpoint Merchant Fees-General Services	17.03
09/01/2025	3	Pathpoint Merchant Fees-Utility	170.09
09/22/2025	3	Remote Deposit- Excess Deposit Items	20.50
09/22/2025	3	Remote Deposit Monthly Fee	30.00
09/01/2025	4	P.E.R.S Adj.Aug. 2025- Rounding	.04
09/22/2025	4	USDA Annual Bond Payment- Interest	27,343.00
09/22/2025	4	USDA Annual Bond Payment- Principal	27,201.00
09/03/2025	5	State Tax Withholding Underpayment	97.25
09/03/2025	5	ASI Flex Adj.- Move from CK to MM	260.00
09/08/2025	21584	Alyrica Networks	13.33
09/08/2025	21584	Alyrica Networks	13.33
09/08/2025	21584	Alyrica Networks	13.33
09/08/2025	21585	AT&T Mobility	31.96
09/08/2025	21585	AT&T Mobility	31.97
09/08/2025	21585	AT&T Mobility	15.98
09/08/2025	21586	Carlson Hardware Inc.	21.25
09/08/2025	21586	Carlson Hardware Inc.	21.25
09/08/2025	21586	Carlson Hardware Inc.	21.26
09/08/2025	21587	Civil West Engineering Services, Inc.	2,628.50
09/08/2025	21587	Civil West Engineering Services, Inc.	461.55
09/08/2025	21588	Clear Trail CPAs, LLC	11,000.00
09/08/2025	21589	Ferguson Waterworks # 3011	1,035.65
09/08/2025	21590	Legacy	764.99
09/08/2025	21590	Legacy	764.99
09/08/2025	21591	Renewable Resource Group, Inc	360.00
09/08/2025	21592	Elan Financial Services	136.59
09/08/2025	21592	Elan Financial Services	210.24
09/08/2025	21592	Elan Financial Services	746.33
09/08/2025	21592	Elan Financial Services	325.48
09/08/2025	21592	Elan Financial Services	384.14
09/08/2025	21592	Elan Financial Services	705.65
09/08/2025	21592	Elan Financial Services	51.55
09/08/2025	21592	Elan Financial Services	671.55
09/08/2025	21593	Jacque, VanDenburg	30.00
09/08/2025	21594	Varcomm	92.84
09/08/2025	21594	Varcomm	16.30
09/08/2025	21594	Varcomm	67.84
09/08/2025	21594	Varcomm	117.19
09/08/2025	21595	Wells Fargo Financial Leasing, Inc.	53.60
09/08/2025	21595	Wells Fargo Financial Leasing, Inc.	53.60
09/08/2025	21595	Wells Fargo Financial Leasing, Inc.	17.87
09/08/2025	21595	Wells Fargo Financial Leasing, Inc.	53.60
09/19/2025	21596	BMS Technologies	172.98
09/19/2025	21596	BMS Technologies	192.20
09/19/2025	21596	BMS Technologies	19.22
09/19/2025	21597	CECO, Inc.	158.83
09/19/2025	21597	CECO, Inc.	132.36
09/19/2025	21597	CECO, Inc.	132.36
09/19/2025	21597	CECO, Inc.	105.89
09/19/2025	21598	Caselle, Inc.	200.60
09/19/2025	21598	Caselle, Inc.	200.60

Date	Check Number	Payee or Description	Check Amount
09/19/2025	21598	Caselle, Inc.	601.80
09/19/2025	21599	Cintas	41.86
09/19/2025	21599	Cintas	20.93
09/19/2025	21599	Cintas	20.93
09/19/2025	21600	Executive Cleaning	650.00
09/19/2025	21601	Gills Point S- Halsey	23.60
09/19/2025	21601	Gills Point S- Halsey	47.20
09/19/2025	21601	Gills Point S- Halsey	118.00
09/19/2025	21601	Gills Point S- Halsey	118.00
09/19/2025	21601	Gills Point S- Halsey	94.40
09/19/2025	21601	Gills Point S- Halsey	70.80
09/19/2025	21602	Jessica K. Meyer Law LLC	300.00
09/19/2025	21603	Kinney, David	1,056.60
09/19/2025	21604	KS Chems	121.92
09/19/2025	21604	KS Chems	30.48
09/19/2025	21605	League of Oregon Cities	74.00
09/19/2025	21605	League of Oregon Cities	75.00
09/19/2025	21605	League of Oregon Cities	170.00
09/19/2025	21606	Legacy	725.00
09/19/2025	21607	Local Government Law Group, PC	132.50
09/19/2025	21608	NW Natural Gas	27.46
09/19/2025	21609	ODP Business Solutions, LLC	59.72
09/19/2025	21610	One Call Concepts Inc.	10.00
09/19/2025	21610	One Call Concepts Inc.	10.02
09/19/2025	21611	Pacific Power	1,836.48
09/19/2025	21611	Pacific Power	50.86
09/19/2025	21611	Pacific Power	93.02
09/19/2025	21611	Pacific Power	307.17
09/19/2025	21611	Pacific Power	42.00
09/19/2025	21611	Pacific Power	1,854.14
09/19/2025	21612	Renewable Resource Group, Inc	802.00
09/19/2025	21613	SAIF Corporation	498.08
09/19/2025	21614	Security Alarm Corp	221.37
09/19/2025	21615	Wells Fargo Financial Leasing, Inc.	123.50
09/19/2025	21615	Wells Fargo Financial Leasing, Inc.	123.50
09/19/2025	21615	Wells Fargo Financial Leasing, Inc.	39.00
09/19/2025	21615	Wells Fargo Financial Leasing, Inc.	39.00
09/24/2025	21616	Ferguson Waterworks # 3011	107.00
09/24/2025	21617	National Business Solutions	1,383.35
09/24/2025	21618	NW Natural Gas	36.95
09/24/2025	21619	Renewable Resource Group, Inc	146.00
09/24/2025	21620	Rick Nelson Construction	750.00
09/24/2025	21621	The Automation Group	536.00
09/24/2025	21622	The New Era	180.00
09/30/2025	92201	DIRECT DEPOSIT TOTAL	22,958.09
09/25/2025	925251	AFLAC	249.30
09/25/2025	925252	ASI Flex	275.00
09/25/2025	925253	EBS Trust, CIS- Benefits	13,022.38
09/25/2025	925253	EBS Trust, CIS- Benefits	9.66
09/25/2025	925254	IRS Tax Deposit	3,875.60
09/25/2025	925254	IRS Tax Deposit	906.40
09/25/2025	925254	IRS Tax Deposit	2,873.33
09/25/2025	925255	Oregon Dept of Revenue - WC/UI	19.93
09/25/2025	925255	Oregon Dept of Revenue - WC/UI	2,029.00
09/25/2025	925255	Oregon Dept of Revenue - WC/UI	158.57
09/25/2025	925256	P.E.R.S.	1,640.79
09/25/2025	925256	P.E.R.S.	6,864.58
09/25/2025	925257	VOYA	500.00

Date	Check Number	Payee or Description	Check Amount
09/30/2025	93020251	Andy Ridinger - DIR DEP	.00
09/30/2025	93020252	Gangle, Larissa - DIR DEP	.00
09/30/2025	93020253	William Jones - DIR DEP	.00
09/30/2025	93020254	Amber Murray - DIR DEP	.00
09/30/2025	93020255	Audrey Whiddon - DIR DEP	.00
09/30/2025	93020256	Briana Parra - DIR DEP	.00
09/30/2025	93020257	Jennifer Riley - DIR DEP	.00
09/30/2025	93020258	Kaitlyn Watts - DIR DEP	.00
09/30/2025	225201975	Oregon Dept of Revenue - OTT	101.29
09/30/2025	225201976	Oregon Paid Family Leave	619.23
09/30/2025	225201976	Oregon Paid Family Leave	412.79-
Grand Totals:			160,282.73

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH RECEIPTS - MANUAL ENTRIES (CRJE)						
09/30/2025	1	Interest Earned- Money Market	01-0001002	Money Market	.11	
		Interest Earned- Money Market	10-000-40-650	Interest on Investments	.00	.11-
09/07/2025	2	Account Transfer- xPress Dep. to CK	01-0001001	Combined Cash - Checking	30,075.00	
		Account Transfer- xPress Dep. to CK	01-0001100	Xpress Deposit Account	.00	30,075.00-
09/07/2025	3	LGIP Interest- Sept. 2025	01-0001003	Investment Pooled	6,239.03	
		LGIP Interest Allocations-Sept. 2025	10-000-40-650	Interest on Investments	.00	586.22-
		LGIP Interest Allocations-Sept. 2025	18-000-40-650	Interest on Investments	.00	207.63-
		LGIP Interest Allocations-Sept. 2025	20-000-40-650	Interest on Investments	.00	543.05-
		LGIP Interest Allocations-Sept. 2025	40-000-40-650	Interest on Investments	.00	216.99-
		LGIP Interest Allocations-Sept. 2025	55-000-40-650	Interest on Investments	.00	26.52-
		LGIP Interest Allocations-Sept. 2025	60-000-40-650	Interest on Investments	.00	1,069.74-
		LGIP Interest Allocations-Sept. 2025	61-000-40-650	Interest on Investments	.00	584.60-
		LGIP Interest Allocations-Sept. 2025	62-000-40-650	Interest on Investments	.00	829.85-
		LGIP Interest Allocations-Sept. 2025	63-000-40-650	Interest on Investments	.00	831.60-
		LGIP Interest Allocations-Sept. 2025	65-000-40-650	Interest on Investments	.00	119.54-
		LGIP Interest Allocations-Sept. 2025	68-000-40-650	Interest on Investments	.00	100.07-
		LGIP Interest Allocations-Sept. 2025	72-000-40-650	Interest on Investments	.00	417.83-
		LGIP Interest Allocations-Sept. 2025	73-000-40-650	Interest on Investments	.00	121.91-
		LGIP Interest Allocations- Sept. 2025	74-000-40-650	Interest on Investments	.00	541.67-
		LGIP Interest Allocations- Sept. 2025	80-000-40-650	Interest on Investments	.00	31.13-
		LGIP Interest Allocations- Sept. 2025	85-000-40-650	Interest on Investments	.00	10.68-
Total CASH RECEIPTS - MANUAL ENTRIES (CRJE):					36,314.14	36,314.14-
References: 3 Transactions: 21						
Total 925:					104,888.12	104,888.12-
Grand Totals:					104,888.12	104,888.12-

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
09/30/2025	PC	09/30/2025	9302025	Andy Ridinger	210		01-0001001	5,056.53-
09/30/2025	PC	09/30/2025	9302025	Gangle, Larissa	241		01-0001001	3,530.74-
09/30/2025	PC	09/30/2025	9302025	William Jones	245		01-0001001	3,463.67-
09/30/2025	PC	09/30/2025	9302025	Amber Murray	258		01-0001001	2,899.07-
09/30/2025	PC	09/30/2025	9302025	Audrey Whiddon	260		01-0001001	1,916.43-
09/30/2025	PC	09/30/2025	9302025	Briana Parra	261		01-0001001	4,476.11-
09/30/2025	PC	09/30/2025	9302025	Jennifer Riley	262		01-0001001	339.19-
09/30/2025	PC	09/30/2025	9302025	Kaitlyn Watts	263		01-0001001	1,276.35-
Grand Totals:								22,958.09-
				8				

Check No.	Check Date	Vendor No.	Payee	Description	GL Account	Amount Pd
21584	09/08/2025	934	Alyrica Networks	Internet	61-320-55-5611	39.99
21585	09/08/2025	24	AT&T Mobility	Public Works Tablet	61-320-55-5662	79.91
21586	09/08/2025	46	Carlson Hardware Inc.	Shop Supplies	60-310-55-5606	63.76
21587	09/08/2025	945	Civil West Engineering Services, I	Wastewater Facilities Plan	61-320-55-5910	3,090.05
21588	09/08/2025	1282	Clear Trail CPAs, LLC	2025 Audit Fee	10-110-55-5775	11,000.00
21589	09/08/2025	848	Ferguson Waterworks # 3011	Water Repair Couplers	60-310-55-5701	1,035.65
21590	09/08/2025	1100	Legacy	Annual Generator Inspection & Services	61-320-55-5706	1,529.98
21591	09/08/2025	19	Renewable Resource Group, Inc	Lab Testing-WWTP 8/12/25	61-320-55-5860	360.00
21592	09/08/2025	665	Elan Financial Services	Safety Meeting	61-320-55-5760	3,231.53
21593	09/08/2025	1286	Jacque, VanDenburg	Pavillion Depost Return	85-510-55-5885	30.00
21594	09/08/2025	332	Varcomm	Shop	60-310-55-5662	294.17
21595	09/08/2025	1132	Wells Fargo Financial Leasing, Inc	Konica Copier	61-320-55-5702	178.67
21596	09/19/2025	1129	BMS Technologies	Utility Bill Printing & Mailing	61-320-55-5610	384.40
21597	09/19/2025	47	CECO, Inc.	Fuel	61-320-55-5615	529.44
21598	09/19/2025	49	Caselle, Inc.	Software Contract Support & Maintenance	60-310-55-5611	1,003.00
21599	09/19/2025	1163	Cintas	City Hall Drinking Water	10-110-55-5542	83.72
21600	09/19/2025	954	Executive Cleaning	Contract Janitorial Services-August2025	10-110-55-5680	650.00
21601	09/19/2025	1147	Gills Point S- Halsey	Backhoe Tires	65-330-55-5691	472.00
21602	09/19/2025	1274	Jessica K. Meyer Law LLC	September 2025 Municipal Judge	10-110-55-5648	300.00
21603	09/19/2025	799	Kinney, David	Pre-Planning Meeting-Carter	10-110-55-5622	1,056.60
21604	09/19/2025	567	KS Chems	Toilet Tissue	10-110-55-5680	152.40
21605	09/19/2025	192	League of Oregon Cities	Municipal Training-Derek Voyez	10-110-55-5541	319.00
21606	09/19/2025	1100	Legacy	Annual Generator Inspection & Services	60-310-55-5691	725.00
21607	09/19/2025	1042	Local Government Law Group, P	Legal Services	10-110-55-5721	132.50
21608	09/19/2025	263	NW Natural Gas	Natural Gas Service	10-110-55-5671	27.46
21609	09/19/2025	791	ODP Business Solutions, LLC	Office Supplies	10-110-55-5616	59.72
21610	09/19/2025	272	One Call Concepts Inc.	Line Locates	60-310-55-5546	20.02
21611	09/19/2025	297	Pacific Power	5th & L Pump	60-310-55-5672	4,183.67
21612	09/19/2025	19	Renewable Resource Group, Inc	Lab Testing-PWS 8/12/25 & 8/26/25	60-310-55-5860	802.00
21613	09/19/2025	1054	SAIF Corporation	Worker's Compensantion Insurance	10-110-55-5590	498.08
21614	09/19/2025	688	Security Alarm Corp	Fire & Security Monitoring-10/1-10/31/2025	10-110-55-5770	221.37
21615	09/19/2025	1132	Wells Fargo Financial Leasing, Inc	Security Cameras	55-410-55-5664	325.00
21616	09/24/2025	848	Ferguson Waterworks # 3011	Water Line Service Pipe	60-310-55-5606	107.00
21617	09/24/2025	1110	National Business Solutions	Laptop Docking Station	10-110-55-5765	1,383.35
21618	09/24/2025	263	NW Natural Gas	Natural Gas Service	60-310-55-5671	36.95
21619	09/24/2025	19	Renewable Resource Group, Inc	Lab Testing-WWTP	61-320-55-5860	146.00
21620	09/24/2025	1278	Rick Nelson Construction	City Hall Repairs from Truck Collision	10-110-60-6016	750.00
21621	09/24/2025	1264	The Automation Group	WTP-Troubleshooting High Service Pump	60-310-55-5910	536.00
21622	09/24/2025	1272	The New Era	Legal Publication of Street Vacation	10-110-55-5741	180.00

Grand Totals:

36,018.39

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

CITY OF HALSEY
COMBINED CASH INVESTMENT
OCTOBER 31, 2025

COMBINED CASH ACCOUNTS

01-0001001	COMBINED CASH - CHECKING	26,789.36
01-0001002	MONEY MARKET	17,268.59
01-0001003	INVESTMENT POOLED	1,634,310.26
	TOTAL COMBINED CASH	1,678,368.21
01-0001100	XPRESS DEPOSIT ACCOUNT	40,784.75
01-0001000	CASH ALLOCATED TO OTHER FUNDS	(1,719,152.96)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO (10) GENERAL FUND	122,624.82
18	ALLOCATION TO VEHICLE & EQUIP RESERVE	61,088.24
20	ALLOCATION TO (20) STREET FUND	162,913.58
25	ALLOCATION TO (25) STREET & PATHWAY FUND	(13,634.13)
40	ALLOCATION TO (40) BOND FUND	9,557.49
55	ALLOCATION TO (55) LIBRARY FUND	6,776.55
60	ALLOCATION TO (60) WATER FUND	327,155.33
61	ALLOCATION TO (61) SEWER FUND	160,100.39
62	ALLOCATION TO (62) WATER RESERVE FUND	244,147.08
63	ALLOCATION TO (63) SEWER RESERVE FUND	244,661.68
65	ALLOCATION TO STORM WATER BLUE HERON FUND	35,429.79
68	ALLOCATION TO (68) STORM WATER DRAINAGE FUND	28,836.41
72	ALLOCATION TO (72) WATER SYSTM DEVELOP CHG	122,926.97
73	ALLOCATION TO (73) SEWER SYSTM DEVELOP CHG	35,859.51
74	ALLOCATION TO (74) STORMWATER SYSTEM DEVELOP	159,358.71
80	ALLOCATION TO (80) VETERANS MEMORIAL PARK	9,073.84
85	ALLOCATION TO (85) HALSEY CITY PARK FUND	2,276.70
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,719,152.96
	ALLOCATION FROM COMBINED CASH FUND - 01-0001000	(1,719,152.96)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Umpqua Bank Operating Checking (Operating Checking) (1)

October 31, 2025

Account: 010001001

Bank Account Number: 25500067

Bank Statement Balance:	74,683.57	Book Balance Previous Month:	21,381.59
Outstanding Deposits:	1,065.09	Total Receipts:	93,948.74
Outstanding Checks:	48,959.30	Total Disbursements:	88,540.97
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	26,789.36	Book Balance:	26,789.36
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
4	935.35	1171	129.74				
Grand Totals:							1,065.09

Deposits cleared: 37 items

Deposits Outstanding: 2 items

Outstanding Checks Section

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
14206	27.52	17523	23.44	17752	316.65	18058	53.23
18073	154.00	18155	1.63	18156	13.27	18163	.85
18170	.50	18344	2,000.00	18489	100.00	18511	150.00
18692	28.50	19077	68.45	19120	120.00	19423	154.84
19982	2.94	20412	30.87	20440	7.21	20597	30.00
20773	30.00	20926	117.54	21171	28.50	21172	95.12
21203	7.40	21357	3.09	21457	300.00	21593	30.00
21646	160.00	21661	1,235.75	21664	888.89	92201	236.98
92201	817.64	925251	249.30	925252	275.00	925256	8,505.37
10312501	249.30	10312502	275.00	10312503	13,032.04	10312504	7,778.12
10312505	2,234.80	10312506	8,578.03	10312507	500.00	225201931	260.20-
225201975	101.29	225201976	206.44				
Grand Totals:							48,959.30

Checks cleared: 60 items

Checks Outstanding: 46 items

Bank Adjustments SectionBook Adjustments Section

Money Market Account (Money Market) (2)

October 31, 2025

Account: 010001002

Bank Account Number: 25500059

Bank Statement Balance:	17,268.59	Book Balance Previous Month:	19,617.65
Outstanding Deposits:	.00	Total Receipts:	28,040.94
Outstanding Checks:	.00	Total Disbursements:	30,390.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	17,268.59	Book Balance:	17,268.59
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposits cleared:	7 items	Deposits Outstanding:	0 items
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Checks cleared:	7 items	Checks Outstanding:	0 items
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Bank Adjustments SectionBook Adjustments Section

Investment Pooled () (3)

October 31, 2025

Account: 010001003

Bank Account Number:

Bank Statement Balance:	1,634,310.26	Book Balance Previous Month:	1,657,081.33
Outstanding Deposits:	.00	Total Receipts:	22,771.07-
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	1,634,310.26	Book Balance:	1,634,310.26
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposits cleared:	3 items	Deposits Outstanding:	0 items
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Checks cleared:	0 items	Checks Outstanding:	0 items
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Bank Adjustments SectionBook Adjustments Section

Xpress Deposit Bank () (99)
October 31, 2025

Account: 010001100

Bank Account Number: 10912

Bank Statement Balance:	40,527.71	Book Balance Previous Month:	39,592.59
Outstanding Deposits:	257.04	Total Receipts:	1,192.16
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	40,784.75	Book Balance:	40,784.75
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
1167	129.43	1172	127.61				
Grand Totals:							257.04

Deposits cleared: 30 items Deposits Outstanding: 2 items

Checks cleared: 0 items Checks Outstanding: 0 items

Bank Adjustments SectionBook Adjustments Section

Report Criteria:

Including transaction count

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISBURSEMENTS (CD)						
10/21/2025	1	ACH Banking Fees	10-110-55-5545	Bank Fees/Misc Expense	19.50	
		ACH Banking Fees	01-0001001	Combined Cash - Checking	.00	19.50-
10/21/2025	2	xPress Bill Pay Monthly Fees INV-XPR028	01-0001001	Combined Cash - Checking	.00	286.13-
		xPress Bill Pay Monthly Fees INV-XPR028	61-320-55-5611	Autopay Billing Software	143.06	
		xPress Bill Pay Monthly Fees INV-XPR028	60-310-55-5611	Autopay Billing Software	143.07	
10/21/2025	3	Pathpoint Merchant Fees-Utility	10-110-55-5545	Bank Fees/Misc Expense	175.60	
		Pathpoint Merchant Fees-General Service	10-110-55-5545	Bank Fees/Misc Expense	25.81	
		Pathpoint Merchant Fees- September 202	01-0001001	Combined Cash - Checking	.00	201.41-
10/31/2025	4	ASI Flex Admin Fee	10-110-50-5300	Employee Health Insurance	15.00	
		ASI Flex Admin Fee	01-0001001	Combined Cash - Checking	.00	15.00-
Total CASH DISBURSEMENTS (CD):					522.04	522.04-

References: 4 Transactions: 10

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISBURSEMENTS - MoneyMkt (CD2)						
10/30/2025	1	Returned Check# 1019- Acct.# 1284.01	01-0001075	Utility Cash Clearing Account	258.00	
		Returned Check# 1019- Acct.# 1284.01	01-0001002	Money Market	.00	258.00-
10/30/2025	2	Returned Check Fee- CK# 1019	10-110-55-5545	Bank Fees/Misc Expense	15.00	
		Returned Check Fee- CK# 1019	01-0001002	Money Market	.00	15.00-
10/30/2025	3	Acct Transfer- MM to CK	01-0001001	Combined Cash - Checking	30,000.00	
		Acct Transfer- MM to CK	01-0001002	Money Market	.00	30,000.00-
10/21/2025	4	Banking Fees-Business Premium	10-110-55-5545	Bank Fees/Misc Expense	30.00	
		Banking Fees-Business Premium	01-0001002	Money Market	.00	30.00-
10/21/2025	5	Banking Fees-Remote Deposit	10-110-55-5545	Bank Fees/Misc Expense	30.00	
		Banking Fees-Remote Deposit	01-0001002	Money Market	.00	30.00-
10/21/2025	6	Banking Fees-Excess Remote Deposit lte	10-110-55-5545	Bank Fees/Misc Expense	25.84	
		Banking Fees-Excess Remote Deposit lte	01-0001002	Money Market	.00	25.84-
10/21/2025	7	Maintenance Fee- Checks Paid & Deposit	10-110-55-5545	Bank Fees/Misc Expense	31.16	
		Maintenance Fee- Checks Paid & Deposit	01-0001002	Money Market	.00	31.16-
Total CASH DISBURSEMENTS - MoneyMkt (CD2):					30,390.00	30,390.00-

References: 7 Transactions: 14

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH RECEIPTS - MANUAL ENTRIES (CRJE)						
10/10/2025	1	Transfer- xPress Deposit to Checking	01-0001001	Combined Cash - Checking	16,500.00	
		Transfer- xPress Deposit to Checking	01-0001100	Xpress Deposit Account	.00	16,500.00-
10/31/2025	2	Money Market Interest Earned	01-0001002	Money Market	.17	
		Money Market Interest Earned	10-000-40-650	Interest on Investments	.00	.17-
10/30/2025	4	Acct. Transfer- LGIP to CK	01-0001001	Combined Cash - Checking	30,000.00	
		Acct. Transfer- LGIP to CK	01-0001003	Investment Pooled	.00	30,000.00-
10/31/2025	5	LGIP Interest Earned	01-0001003	Investment Pooled	6,427.51	
		LGIP Interest Earned	10-000-40-650	Interest on Investments	.00	603.93-
		LGIP Interest Earned	18-000-40-650	Interest on Investments	.00	213.91-
		LGIP Interest Earned	20-000-40-650	Interest on Investments	.00	559.45-
		LGIP Interest Earned	40-000-40-650	Interest on Investments	.00	223.55-
		LGIP Interest Earned	55-000-40-650	Interest on Investments	.00	27.32-
		LGIP Interest Earned	60-000-40-650	Interest on Investments	.00	1,102.06-
		LGIP Interest Earned	61-000-40-650	Interest on Investments	.00	602.26-
		LGIP Interest Earned	62-000-40-650	Interest on Investments	.00	854.92-
		LGIP Interest Earned	63-000-40-650	Interest on Investments	.00	856.72-
		LGIP Interest Earned	65-000-40-650	Interest on Investments	.00	123.15-
		LGIP Interest Earned	68-000-40-650	Interest on Investments	.00	103.10-
		LGIP Interest Earned	72-000-40-650	Interest on Investments	.00	430.45-
		LGIP Interest Earned	73-000-40-650	Interest on Investments	.00	125.59-
		LGIP Interest Earned	74-000-40-650	Interest on Investments	.00	558.04-
		LGIP Interest Earned	80-000-40-650	Interest on Investments	.00	32.07-
		LGIP Interest Earned	85-000-40-650	Interest on Investments	.00	10.99-
Total CASH RECEIPTS - MANUAL ENTRIES (CRJE):					52,927.68	52,927.68-
References: 4 Transactions: 23						
Total 1025:					83,839.72	83,839.72-
Grand Totals:					83,839.72	83,839.72-

Report Criteria:

Print Sequence Detail

Date	Check Number	Payee or Description	Check Amount
10/21/2025	1	ACH Banking Fees	19.50
10/30/2025	1	Returned Check# 1019- Acct.# 1284.01	258.00
10/21/2025	2	xPress Bill Pay Monthly Fees INV-XPR028574	143.06
10/21/2025	2	xPress Bill Pay Monthly Fees INV-XPR028574	143.07
10/30/2025	2	Returned Check Fee- CK# 1019	15.00
10/21/2025	3	Pathpoint Merchant Fees-Utility	175.60
10/21/2025	3	Pathpoint Merchant Fees-General Services	25.81
10/30/2025	3	Acct Transfer- MM to CK	30,000.00
10/31/2025	4	ASI Flex Admin Fee	15.00
10/21/2025	4	Banking Fees-Business Premium	30.00
10/21/2025	5	Banking Fees-Remote Deposit	30.00
10/21/2025	6	Banking Fees-Excess Remote Deposit Items	25.84
10/21/2025	7	Maintenance Fee- Checks Paid & Deposited	31.16
10/02/2025	21623	Alyrica Networks	13.33
10/02/2025	21623	Alyrica Networks	13.33
10/02/2025	21623	Alyrica Networks	13.33
10/02/2025	21624	AT&T Mobility	15.99
10/02/2025	21624	AT&T Mobility	31.97
10/02/2025	21624	AT&T Mobility	31.97
10/02/2025	21625	Branch Engineering, Inc.	7,667.50
10/02/2025	21626	Caselle, Inc.	601.80
10/02/2025	21626	Caselle, Inc.	200.60
10/02/2025	21626	Caselle, Inc.	200.60
10/02/2025	21627	Central Linn Lions	60.00
10/02/2025	21628	Department of Environmental Quality	2,582.32
10/02/2025	21629	N & S Tractor	19.85
10/02/2025	21630	Napa Auto Parts	10.07
10/02/2025	21630	Napa Auto Parts	10.07
10/02/2025	21630	Napa Auto Parts	10.07
10/02/2025	21630	Napa Auto Parts	36.93
10/02/2025	21631	Renewable Resource Group, Inc	180.00
10/02/2025	21632	Elan Financial Services	3,226.57
10/02/2025	21632	Elan Financial Services	78.22
10/02/2025	21632	Elan Financial Services	173.83
10/02/2025	21632	Elan Financial Services	134.42
10/02/2025	21632	Elan Financial Services	61.64
10/02/2025	21632	Elan Financial Services	139.03
10/02/2025	21632	Elan Financial Services	9.98
10/02/2025	21632	Elan Financial Services	162.62
10/02/2025	21633	Wells Fargo Financial Leasing, Inc.	53.60
10/02/2025	21633	Wells Fargo Financial Leasing, Inc.	53.60
10/02/2025	21633	Wells Fargo Financial Leasing, Inc.	17.87
10/02/2025	21633	Wells Fargo Financial Leasing, Inc.	53.60
10/09/2025	21634	Aggregate Resource Crushing, LLC	151.60
10/09/2025	21634	Aggregate Resource Crushing, LLC	151.60
10/09/2025	21634	Aggregate Resource Crushing, LLC	151.60
10/09/2025	21635	BMS Technologies	186.70
10/09/2025	21635	BMS Technologies	207.45
10/09/2025	21635	BMS Technologies	20.75
10/09/2025	21636	Carlson Hardware Inc.	19.99
10/09/2025	21636	Carlson Hardware Inc.	19.98
10/09/2025	21636	Carlson Hardware Inc.	19.98
10/09/2025	21637	CECO, Inc.	93.76
10/09/2025	21637	CECO, Inc.	117.20
10/09/2025	21637	CECO, Inc.	117.20
10/09/2025	21637	CECO, Inc.	140.63

Date	Check Number	Payee or Description	Check Amount
10/09/2025	21638	Cintas	41.86
10/09/2025	21638	Cintas	20.93
10/09/2025	21638	Cintas	20.93
10/09/2025	21639	Executive Cleaning	650.00
10/09/2025	21640	Jessica K. Meyer Law LLC	300.00
10/09/2025	21641	Knife River	218.64
10/09/2025	21641	Knife River	218.63
10/09/2025	21642	ODP Business Solutions, LLC	64.48
10/09/2025	21643	One Call Concepts Inc.	19.25
10/09/2025	21643	One Call Concepts Inc.	19.25
10/09/2025	21644	Renewable Resource Group, Inc	170.00
10/09/2025	21644	Renewable Resource Group, Inc	146.00
10/09/2025	21645	Varcomm	116.70
10/09/2025	21645	Varcomm	67.93
10/09/2025	21645	Varcomm	92.92
10/09/2025	21645	Varcomm	16.30
10/16/2025	21646	Civil West Engineering Services, Inc.	160.00
10/16/2025	21647	Ferguson Waterworks # 3011	746.80
10/16/2025	21648	Paul, Gibson-Johnson	8.30
10/16/2025	21648	Paul, Gibson-Johnson	8.30
10/16/2025	21649	Knife River	351.35
10/16/2025	21650	KS Chems	16.04
10/16/2025	21650	KS Chems	6.87
10/16/2025	21651	Jerry Lachenbruch	133.00
10/16/2025	21652	Kyle, Latimer	105.96
10/16/2025	21653	National Business Solutions	1,076.03
10/16/2025	21654	Pacific Power	1,701.24
10/16/2025	21654	Pacific Power	49.26
10/16/2025	21654	Pacific Power	96.02
10/16/2025	21654	Pacific Power	313.17
10/16/2025	21654	Pacific Power	41.54
10/16/2025	21654	Pacific Power	1,576.10
10/16/2025	21655	State of Oregon	40.00
10/16/2025	21656	Security Alarm Corp	221.37
10/16/2025	21657	Derek, Voyez	131.60
10/16/2025	21658	Wells Fargo Financial Leasing, Inc.	123.50
10/16/2025	21658	Wells Fargo Financial Leasing, Inc.	123.50
10/16/2025	21658	Wells Fargo Financial Leasing, Inc.	39.00
10/16/2025	21658	Wells Fargo Financial Leasing, Inc.	39.00
10/23/2025	21659	Briese Custom Concrete LLC	3,000.00
10/23/2025	21660	Industrial Welding Supply, Inc.	34.00
10/23/2025	21661	LINN COUNTY TAX COLLECTOR	1,235.75
10/23/2025	21662	NW Natural Gas	27.46
10/23/2025	21662	NW Natural Gas	39.95
10/23/2025	21663	Briana Parra	221.06
10/23/2025	21663	Briana Parra	116.53
10/23/2025	21663	Briana Parra	86.54
10/23/2025	21663	Briana Parra	30.00
10/23/2025	21664	Rain Catalysts	888.89
10/31/2025	92201	DIRECT DEPOSIT TOTAL	23,153.14
10/31/2025	10312501	Andy Ridinger - DIR DEP	.00
10/29/2025	10312501	AFLAC	249.30
10/31/2025	10312502	Gangle, Larissa - DIR DEP	.00
10/29/2025	10312502	ASI Flex	275.00
10/31/2025	10312503	William Jones - DIR DEP	.00
10/29/2025	10312503	EBS Trust, CIS- Benefits	13,022.38
10/29/2025	10312503	EBS Trust, CIS- Benefits	9.66
10/31/2025	10312504	Amber Murray - DIR DEP	.00

Date	Check Number	Payee or Description	Check Amount
10/29/2025	10312504	IRS Tax Deposit	3,915.18
10/29/2025	10312504	IRS Tax Deposit	915.66
10/29/2025	10312504	IRS Tax Deposit	2,947.28
10/31/2025	10312505	Audrey Whiddon - DIR DEP	.00
10/29/2025	10312505	Oregon Dept of Revenue - WC/UI	21.35
10/29/2025	10312505	Oregon Dept of Revenue - WC/UI	2,052.00
10/29/2025	10312505	Oregon Dept of Revenue - WC/UI	161.45
10/31/2025	10312506	Briana Parra - DIR DEP	.00
10/29/2025	10312506	P.E.R.S.	1,651.85
10/29/2025	10312506	P.E.R.S.	6,926.18
10/31/2025	10312507	Jennifer Riley - DIR DEP	.00
10/29/2025	10312507	VOYA	500.00
10/31/2025	10312508	Kaitlyn Watts - DIR DEP	.00
Grand Totals:			<u>118,930.97</u>

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
10/31/2025	PC	10/31/2025	1031250	Andy Ridinger	210		01-0001001	5,056.53-
10/31/2025	PC	10/31/2025	1031250	Gangle, Larissa	241		01-0001001	3,349.61-
10/31/2025	PC	10/31/2025	1031250	William Jones	245		01-0001001	3,670.21-
10/31/2025	PC	10/31/2025	1031250	Amber Murray	258		01-0001001	2,976.83-
10/31/2025	PC	10/31/2025	1031250	Audrey Whiddon	260		01-0001001	1,977.01-
10/31/2025	PC	10/31/2025	1031250	Briana Parra	261		01-0001001	4,475.86-
10/31/2025	PC	10/31/2025	1031250	Jennifer Riley	262		01-0001001	318.96-
10/31/2025	PC	10/31/2025	1031250	Kaitlyn Watts	263		01-0001001	1,328.13-
Grand Totals:								23,153.14-
			8					

Check No.	Check Date	Vendor No.	Payee	Description	GL Account	Amount Pd
21623	10/02/2025	934	Alyrica Networks	Internet	61-320-55-5611	39.99
21624	10/02/2025	24	AT&T Mobility	Public Work Tablet	60-310-55-5662	79.93
21625	10/02/2025	1288	Branch Engineering, Inc.	Sewer Repair	61-320-55-5910	7,667.50
21626	10/02/2025	49	Caselle, Inc.	Software Contract Support & Maintenance	60-310-55-5611	1,003.00
21627	10/02/2025	777	Central Linn Lions	Poinsettias	10-110-55-5542	60.00
21628	10/02/2025	87	Department of Environmental Qua	Water Quality Permit Annual Invoice	61-320-55-5895	2,582.32
21629	10/02/2025	1287	N & S Tractor	Backhoe Window Latch	68-330-55-5691	19.85
21630	10/02/2025	632	Napa Auto Parts	VW Parts	61-320-55-5690	67.14
21631	10/02/2025	19	Renewable Resource Group, Inc	Lab Testing-WWTP 9/9/25	61-320-55-5860	180.00
21632	10/02/2025	665	Elan Financial Services	Sprinkler supplies	80-510-55-5840	3,986.31
21633	10/02/2025	1132	Wells Fargo Financial Leasing, Inc	Konica Copier	10-110-55-5702	178.67
21634	10/09/2025	711	Aggregate Resource Crushing, LL	Crushed Rock For Shop & Gravel Delivery 16 E	60-310-55-5605	454.80
21635	10/09/2025	1129	BMS Technologies	Utility Bill Printing & Mailing	10-110-55-5610	414.90
21636	10/09/2025	46	Carlson Hardware Inc.	Shop Supplies	61-320-55-5606	59.95
21637	10/09/2025	47	CECO, Inc.	Fuel	61-320-55-5615	468.79
21638	10/09/2025	1163	Cintas	Shop Drinking Water	61-320-55-5543	83.72
21639	10/09/2025	954	Executive Cleaning	Contract Janitorial Services-September 2025	10-110-55-5680	650.00
21640	10/09/2025	1274	Jessica K. Meyer Law LLC	Municipal Judge-October 2025	10-110-55-5648	300.00
21641	10/09/2025	435	Knife River	Loam for Park	85-510-55-5840	437.27
21642	10/09/2025	791	ODP Business Solutions, LLC	Office Supplies	10-110-55-5616	64.48
21643	10/09/2025	272	One Call Concepts Inc.	Line Locates	60-310-55-5546	38.50
21644	10/09/2025	19	Renewable Resource Group, Inc	Lab Testing-WWTP 9/23/25	61-320-55-5860	316.00
21645	10/09/2025	332	Varcomm	LIBRARY	55-410-55-5664	293.85
21646	10/16/2025	945	Civil West Engineering Services, I	Wastewater Facilities Plan	61-320-55-5910	160.00
21647	10/16/2025	848	Ferguson Waterworks # 3011	Sewer clean out Parts	61-320-55-5706	746.80
21648	10/16/2025	1289	Paul, Gibson-Johnson	Overpayment on Utility-Final Billed	01-0001075	.00 V
21649	10/16/2025	435	Knife River	Rock For 503 W 2nd st	68-330-55-5588	351.35
21650	10/16/2025	567	KS Chems	Bathroom Soap	85-510-55-5865	22.91
21651	10/16/2025	969	Jerry Lachenbruch	Mileage Reimbursement Municipal Training	10-110-55-5541	133.00
21652	10/16/2025	1290	Kyle, Latimer	Overpayment on Utility-Final Billed	01-0001075	105.96
21653	10/16/2025	1110	National Business Solutions	Copier Contract Fee	10-110-55-5702	1,076.03
21654	10/16/2025	297	Pacific Power	5th & L Pump	60-310-55-5672	3,777.33
21655	10/16/2025	365	State of Oregon	Notary Application-Larissa	10-110-55-5542	40.00
21656	10/16/2025	688	Security Alarm Corp	Fire & Security Monitoring-November 2025	10-110-55-5770	221.37
21657	10/16/2025	1291	Derek, Voyez	Mileage Reimbursement for Municipal Training	10-110-55-5541	131.60
21658	10/16/2025	1132	Wells Fargo Financial Leasing, Inc	Security Cameras	55-410-55-5664	325.00
21659	10/23/2025	1284	Briese Custom Concrete LLC	Park Pathway	25-220-60-6001	3,000.00
21660	10/23/2025	160	Industrial Welding Supply, Inc.	Carbon Dioxide for Sprayer	61-320-55-5679	34.00
21661	10/23/2025	205	LINN COUNTY TAX COLLECTOR	2025-2026 Property Taxes	10-110-55-5647	1,235.75
21662	10/23/2025	263	NW Natural Gas	Natural Gas Service	60-310-55-5671	67.41
21663	10/23/2025	1239	Briana Parra	Reimbursement of Lodging & Meals -Biz OR Su	10-110-55-5892	454.13
21664	10/23/2025	990	Rain Catalysts	Rural Venture Catalysts	10-110-55-5891	888.89
21665	10/30/2025	18	American Rooter Sewer & Septic	Sewer Cleaning- H & 5TH	61-320-55-5910	900.00
21666	10/30/2025	24	AT&T Mobility	Public Works Tablet	61-320-55-5662	78.75
21667	10/30/2025	1087	Business Oregon	Safe Drinking Water Loan	60-310-55-5920	2,775.09
21668	10/30/2025	1222	Erin Haines	Reservation Deposit Refund	10-110-55-5885	30.00
21669	10/30/2025	192	League of Oregon Cities	Municipal Training-Karl Kropf	10-110-55-5541	35.00
21670	10/30/2025	1132	Wells Fargo Financial Leasing, Inc	Konica Copier	61-320-55-5702	178.67

Grand Totals:

36,216.01

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

F. DELEGATIONS

Delegations		
1. Linn County Sheriff		
Council Action:	<i>NONE</i>	November 18, 2025

Sargent Frambes will present on the September & October Halsey Reports



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

This Report Encompasses: 9/ 1/25 to 9/30/25

Total Incidents This Month: **27**

Incident Information:	Description
CAD# 2025166861 TIME: 9/3/2025 9:50:25AM CASE# CAD Only HALS CAD CALL COMPLETE	ABANDON VEHICLE Reported at Block of 100 W I ST HALS City reports abandoned vehicle, vehicle removed from area prior to being eligible to being towed
CAD# 2025167198 TIME: 9/3/2025 4:57:18PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 200 W O ST HALS Deputy preforms extra patrol at park due to closure, only construction workers observed in closed area
CAD# 2025167532 TIME: 9/4/2025 7:46:34AM CASE# CAD Only HALS WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 500 W 2ND ST/W F ST HALS Operator issued speeding violation warning
CAD# 2025167584 TIME: 9/4/2025 8:49:17AM CASE# CAD Only HALS CAD CALL COMPLETE	JUVENILE COMPLAINT Reported at Block of 800 W 5TH ST HALS Deputies respond to verbal disturbance
CAD# 2025167759 TIME: 9/4/2025 1:09:07PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 200 W 5TH ST HALS patrolled for dog violations. none observed

Incident Information:	Description
CAD# 2025167924 TIME: 9/4/2025 4:33:27PM CASE# CAD Only HALS CAD CALL COMPLETE	TRESPASS Reported at Block of 100 W HALSEY ST HALS Report of trespassing at closed park. Nobody was located at the park.
CAD# 2025170354 TIME: 9/8/2025 8:35:57AM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 200 W O ST HALS Deputy contacts two people at park during closure, contractor gave them permission to be in the park during the closure.
CAD# 2025171118 TIME: 9/9/2025 10:35:07AM CASE# 2503406 HALS REPORT TAKEN	Report Filed. PROPERTY, LOST Reported At Block Of 800 CENTENNIAL CT Occurred between 1500 hours on 9/8/2025 and 1035 hours on 9/9/2025 . Reported: 9/9/2025 Officer Caller reports wallet missing.
CAD# 2025171219 TIME: 9/9/2025 12:53:28PM CASE# CAD Only HALS CALL TRANSFERRED TO OTI	TRANSFER 911 INFO - LAW CALL Reported at Block of 300 W O ST HALS
CAD# 2025171461 TIME: 9/9/2025 6:28:09PM CASE# CAD Only HALS CAD CALL COMPLETE	EVENT DETAIL Reported at Block of 100 W HALSEY ST HALS City Council meeting
CAD# 2025172608 TIME: 9/11/2025 11:59:04AM CASE# CAD Only HALS CAD CALL COMPLETE	DISTURBANCE Reported at Block of 600 E 2ND ST HALS Deputies responded to non-criminal domestic disturbance

Incident Information:	Description
CAD# 2025172931 TIME: 9/11/2025 7:34:56PM CASE# CAD Only HALS CAD CALL COMPLETE	DOG COMPLAINT Reported at Block of 400 W D ST HALS Owner gathered dog.
CAD# 2025173437 TIME: 9/12/2025 3:26:24PM CASE# CAD Only HALS CAD CALL COMPLETE	THREATS Reported at Block of 000 W 1ST ST HALS Caller requests statements documented made from past employee
CAD# 2025173485 TIME: 9/12/2025 4:52:01PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 200 W O ST HALS Deputy preforms extra patrol at closed park, no suspicious activity observed. No one observed at the closed park
CAD# 2025173493 TIME: 9/12/2025 4:59:44PM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 1000 W 1ST ST HALS Deputy observes suspicious vehicle. Operator stated they were door to door sales. Operator informed needed to a permit within city limit to perform door to door sales per city ordinance.
CAD# 2025174196 TIME: 9/13/2025 6:01:16PM CASE# CAD Only HALS CAD CALL COMPLETE	MENTAL HEALTH Reported at Block of 500 EGRET AVE HALS Caller asking for a welfare check on someone
CAD# 2025176074 TIME: 9/16/2025 4:26:53PM CASE# CAD Only HALS CAD CALL COMPLETE	CIVIL DISPUTE REPORT Reported at Block of 1400 W 4TH ST HALS : child was given back to mother, NFA

Incident Information:	Description
CAD# 2025176081 TIME: 9/16/2025 4:33:16PM CASE# CAD Only HALS	CIVIL DISPUTE REPORT Reported at Block of 1400 W 4TH ST HALS Duplicate call.
CAD# 2025176091 TIME: 9/16/2025 4:41:37PM CASE# CAD Only HALS	911 HANG UP CALL Reported at Block of 1400 W 3RD ST HALS Spoke with male. Advised this was a pocket dial.
CAD# 2025178406 TIME: 9/19/2025 6:58:15PM CASE# CAD Only HALS CAD CALL COMPLETE	THREATS Reported at Block of 700 W 4TH ST HALS On going neighborhood dispute regarding an unruly juvenile. responsible party of juvenile was uncooperative with law enforcement.
CAD# 2025181749 TIME: 9/24/2025 3:35:08PM CASE# CAD Only HALS	POCKET DIAL LCSO AND CRCC Reported at Block of 300 W 1ST ST HALS Unknown reason for dial.
CAD# 2025181848 TIME: 9/24/2025 5:20:23PM CASE# CAD Only HALS CAD CALL COMPLETE	THREATS Reported at Block of 600 E 2ND ST HALS Deputy investigated threats made between a mother and son
CAD# 2025181971 TIME: 9/24/2025 9:13:29PM CASE# CAD Only HALS CAD CALL COMPLETE	DHS 307 REFERRAL Reported at Block of 000 E C ST HALS Non-criminal incident, NFA

Incident Information:	Description
CAD# 2025183201 TIME: 9/26/2025 2:40:21PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 400 W I ST/W 5TH ST HALS Citizen reports finding large amount of golf balls in their yards. Deputy checked the area. No one observed hitting golf balls and no golf equipment located.
CAD# 2025184070 TIME: 9/27/2025 5:20:18PM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 700 W 1ST ST HALS Caller concerned about someone possibly trying to break into the book mobile. A group of juveniles were contacted. No crimes.
CAD# 2025184506 TIME: 9/28/2025 11:57:54AM CASE# CAD Only HALS	TRESPASS Reported at Block of 1200 W 5TH ST HALS Caller wanted LCSO aware of a transient camp. Caller then learned it was a visitor of a neighbor.
CAD# 2025184566 TIME: 9/28/2025 1:56:19PM CASE# 2503698 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: BURGLARY Reported At Block Of 00 AMERICAN DR Occurred between 1356 hours on 9/28/2025 and 1356 hours on 9/28/2025 . Reported: Diamond K Trailers broken into. A till and approximately \$400 was stolen. Broke window to gain access A suspect has been identified as a former employee.



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

2025

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

FOR THE MONTH OF:

OCTOBER

TRAFFIC CITATIONS: -----	3
TRAFFIC WARNINGS: -----	4
TRAFFIC CRASHES: -----	1
ARRESTS MADE: -----	2
COMPLAINTS/INCIDENTS INVESTIGATED:-----	35

TOTAL HOURS SPENT:

HALSEY 72.5

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: 10/ 1/25 to 10/31/25

Total Incidents This Month: **35**

Incident Information:	Description
CAD# 2025186489 TIME: 10/1/2025 11:30:57AM CASE# 2503742 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: SEX OFFENSE Reported At Block Of 1200 W 5TH ST Occurred between 1130 hours on 10/1/2025 and 1130 hours on 10/1/2025 . Reported: Detectives investigating sex offense crimes
CAD# 2025186507 TIME: 10/1/2025 11:50:35AM CASE# CAD Only HALS	POCKET DIAL LCSO AND CRCC Reported at Block of 31800 HWY 228 HALS No Public Narrative.
CAD# 2025186508 TIME: 10/1/2025 11:50:49AM CASE# 2503744 HALS REPORT TAKEN	Report Filed. ACCIDENT VEHICLE NO INJ Reported At Block Of 100 AMERICAN DR/NW 2ND ST Occurred between 1150 hours on 10/1/2025 and 1150 hours on 10/1/2025 . 60-year-old J. Bush of Tangent received a citation for Fail to Obey a Traffic Control device after Deputy responds to two vehicle crash
CAD# 2025187570 TIME: 10/2/2025 7:17:20PM CASE# CAD Only HALS CALL TRANSFERRED TO OTI	TRANSFER 911 INFO - LAW CALL Reported at Block of 800 W 5TH ST HALS Caller provided information on how to contact law enforcement in Toronto
CAD# 2025189345 TIME: 10/5/2025 12:25:19PM CASE# CAD Only HALS	INFORMATION ONLY REPORT Reported at Block of 100 W 2ND ST HALS A car struck a dog.

Incident Information:	Description
CAD# 2025190290 TIME: 10/6/2025 9:34:47PM CASE# CAD Only HALS	911 HANG UP CALL Reported at Block of 1200 W 2ND ST HALS Unknown reason for dial. No sounds of distress.
CAD# 2025191600 TIME: 10/8/2025 7:21:37PM CASE# CAD Only HALS	TRAFFIC HAZARD Reported at Block of 000 E 1ST ST/HWY 228 HALS Railroad crossing arms are stuck
CAD# 2025191865 TIME: 10/9/2025 8:20:17AM CASE# 2503850 HALS REPORT TAKEN	Report Filed. UUV Reported At Block Of 1200 W 5TH ST Occurred between 1530 hours on 10/8/2025 and 0810 hours on 10/9/2025 . Reported: 10/9/2025 Officer Statement: Deputy investigated the report of a stolen vehicle
CAD# 2025192061 TIME: 10/9/2025 1:40:14PM CASE# CAD Only HALS CAD CALL COMPLETE	RECOVERED STOLEN VEHICLE Reported at Block of 200 W 2ND ST HALS Recovered stolen vehicle in Halsey. A 17 year old missing juvenile from Washington was the offender, and was located and taken into custody for UUV and Criminal Mischief II. The suspect was lodged at Juvenile Detention without incident.
CAD# 2025192063 TIME: 10/9/2025 1:40:25PM CASE# CAD Only HALS	911 HANG UP CALL Reported at Block of 200 W D ST HALS Child called 911
CAD# 2025192067 TIME: 10/9/2025 1:41:46PM CASE# CAD Only HALS	911 HANG UP CALL Reported at Block of 200 W D ST HALS Child called 911

Incident Information:	Description
CAD# 2025193432 TIME: 10/11/2025 9:08:43AM CASE# CAD Only HALS CAD CALL COMPLETE	DOG COMPLAINT Reported at Block of 600 E 1ST ST HALS Deputies checked the area for a dog on the loose. No dog was found.
CAD# 2025193533 TIME: 10/11/2025 12:14:47PM CASE# CAD Only HALS CAD CALL COMPLETE	THREATS Reported at Block of 600 E 2ND ST HALS Deputies document an on going civil issue.
CAD# 2025194066 TIME: 10/12/2025 7:56:08AM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 300 E 1ST ST/E D ST HALS Deputies conducted an extra patrol.
CAD# 2025194570 TIME: 10/13/2025 8:09:11AM CASE# CAD Only HALS WARNING MOVING VIOLATIC	TRAFFIC STOP Reported at Block of 000 AMERICAN DR/W HALSEY ST HALS Operator warned for moving violation.
CAD# 2025197358 TIME: 10/16/2025 10:19:32PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 200 W O ST HALS Deputy preforms extra patrol at Halsey Park, no suspicious activity discovered
CAD# 2025197472 TIME: 10/17/2025 3:26:25AM CASE# CAD Only HALS CAD CALL COMPLETE	DHS 307 REFERRAL Reported at Block of 200 W 2ND ST HALS DHS cross report. Non criminal.

Incident Information:	Description
CAD# 2025197475 TIME: 10/17/2025 3:34:20AM CASE# CAD Only HALS CAD CALL COMPLETE	DHS 307 REFERRAL Reported at Block of 200 W 2ND ST HALS DHS cross report. Non criminal.
CAD# 2025199518 TIME: 10/20/2025 9:29:38AM CASE# CAD Only HALS CAD CALL COMPLETE	DHS 307 REFERRAL Reported at Block of 200 W 2ND ST HALS DHS cross report. Non-criminal. No further action.
CAD# 2025199679 TIME: 10/20/2025 1:07:55PM CASE# CAD Only HALS	911 HANG UP CALL Reported at Block of 200 W 2ND ST HALS No Public Narrative.
CAD# 2025199856 TIME: 10/20/2025 4:12:46PM CASE# CAD Only HALS CAD CALL COMPLETE	DHS 307 REFERRAL Reported at Block of 200 W 2ND ST HALS DHS cross report. Non criminal.
CAD# 2025200881 TIME: 10/22/2025 5:20:07AM CASE# CAD Only HALS WARNING EQUIPMENT VIOL/	TRAFFIC STOP Reported at Block of 1100 W 2ND ST/CROWELL LN HALS Operator warned for equipment violation.
CAD# 2025204254 TIME: 10/26/2025 3:35:22PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 200 E 1ST ST HALS Caller requests extra patrol in area due to vehicles speeding in a residential area

Incident Information:	Description
CAD# 2025204431 TIME: 10/26/2025 11:33:36PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 300 W O ST HALS Deputy preforms extra patrol at City Park, no suspicious activity discovered
CAD# 2025205305 TIME: 10/28/2025 10:01:58AM CASE# CAD Only HALS CAD CALL COMPLETE	CIVIL DISPUTE REPORT Reported at Block of 600 E 2ND ST HALS Deputy answered a citizens questions about serving civil papers.
CAD# 2025205369 TIME: 10/28/2025 11:46:28AM CASE# CAD Only HALS CITE CELLPHONE VIOLATION	TRAFFIC STOP Reported at Block of 1100 CROWELL LN/W 2ND ST HALS Sean Thome, age 36 of Sweet Home, cited for cellphone use while driving.
CAD# 2025205608 TIME: 10/28/2025 5:37:47PM CASE# 2504100 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: DHS 307 REFERRAL Reported At Block Of 400 W F ST Occurred between 1737 hours on 10/28/2025and 1737 hours on 10/28/2025. Reported: Deputy and DHS interview family regarding threats. Non-Criminal.
CAD# 2025205804 TIME: 10/29/2025 1:50:48AM CASE# CAD Only HALS CAD CALL COMPLETE	DHS 307 REFERRAL Reported at Block of 000 E C ST HALS DHS Cross Report. Non criminal.
CAD# 2025206497 TIME: 10/29/2025 11:04:02PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 1200 W 1ST ST HALS Deputy preforms extra patrol, no suspicious activity discovered

Incident Information:	Description
CAD# 2025206907 TIME: 10/30/2025 2:46:18PM CASE# CAD Only HALS WARNING MOVING VIOLATIC	TRAFFIC COMPLAINT Reported at Block of 800 W 1ST ST HALS TRAFFIC STOP. WARNING FOR MOVING VIOLATION.
CAD# 2025206913 TIME: 10/30/2025 2:52:34PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 600 W 5TH ST HALS Traffic complaint. Deputy watched an intersection for 45 minutes and saw minimal traffic. No violations.
CAD# 2025206961 TIME: 10/30/2025 3:48:55PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 900 W 2ND ST HALS traffic enforcement for speed on 99. No violations observed
CAD# 2025206963 TIME: 10/30/2025 3:50:50PM CASE# CAD Only HALS WARNING EQUIPMENT VIOL	TRAFFIC STOP Reported at Block of 300 W 2ND ST HALS warning for expired registration
CAD# 2025207087 TIME: 10/30/2025 7:12:46PM CASE# 2504117 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: TRAFFIC STOP Reported At Block Of 100 NW 2ND ST Occurred between 1912 hours on 10/30/2025 and 1912 hours on 10/30/2025. Reported: Payten Guggenmos, 18 of Albany, was stopped for rolling the stop sign on Hwy 228 and Hwy 99 E. Mr. Guggenmos was found to have a violation suspended driver's license. His vehicle was towed as a nuisance. During a search of the vehicle, a large amount of marijuana was located inside. Mr. Guggenmos was cited for MIP marijuana while operating a motor vehicle,
CAD# 2025207757 TIME: 10/31/2025 5:53:54PM CASE# CAD Only HALS CAD CALL COMPLETE	MENTAL HEALTH Reported at Block of 600 E 2ND ST HALS Elderly female on a fixed income trying to evict her son. Son continues to abuse her mentally and emotionally through verbal and text messages. Son has until 11/2/25 to leave the home per the eviction notice. At this time, it is non-criminal.

F. DELEGATIONS

1. Delegations		
2. Oregon West Cascade Council of Governments		
Council Action:	<i>NONE</i>	November 18, 2025

OWCOG Executive Director Ryan Vogt will present on services and impact in Halsey & the Region

Halsey

2024 Annual Report

Senior & Disability Services

ELIGIBILITY SERVICES & MEDICAL CASES

Medicaid-funded programs in partnership with the ODHS, providing essential support to eligible Oregonians. Including, medical, food, financial assistance, childcare, and more.



242 ACTIVE MEDICAL CASES

CASE MANAGEMENT & LONG TERM CARE

2,806 total cases supported across the region, including for those receiving in-home care, in a nursing facility, assisted living center, residential care facility, or Adult Foster Home.



10 RESIDENTS SUPPORTED

ADULT PROTECTIVE SERVICES (APS)

Trained APS workers respond to reports of physical, financial, and other types of abuse, mistreatment, and neglect of older adults and people with disabilities.



8 CALLS RECEIVED

OREGON PROJECT INDEPENDENCE (OPI)

OPI provides monthly support for daily activities, such as personal care, meal prep, housekeeping, and more. Helping seniors and people with disabilities maintain quality of life.



2 OPI RECIPIENTS SUPPORTED

CASCADES WEST RIDE LINE (CWRL)

CWRL is Halsey's Non-Emergent Medical Transportation (NEMT) providing rides to medical appointments for eligible Oregon Health Plan (OHP) and some Medicare clients.



451 TRIPS PROVIDED



1,679 MEALS SERVED



1,679 HOME DELIVERIES

Serving fresh, nutritional meals to older adults, including wellness checks and social connection, empowering clients to be safe and independent.



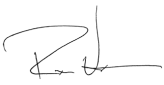
2024 ANNUAL COMMUNITY IMPACT REPORT

*Where every person has equitable access to
resources to build brighter futures.*



FOREWORD FROM THE DIRECTORS




Ryan Vogt
Executive Director

I have been privileged to collaboratively work with CSC for several years as the Executive Director of the Oregon Cascades West Council of Governments (OCWCOG). For the last 4 years, CSC and OCWCOG have been strengthening our partnership; now enjoying shared IT, HR, and Communications teams. We are also co-housed in our Corvallis office. After years of assessment, planning, and success in the growing partnership, in 2024 it was announced the agencies would share a new Executive Director overseeing the larger operations and strategic direction of both organizations. Last fall, I had the distinct honor of being appointed to that position.

I'm honored and amazed to see the progress and innovative ideas we have already chartered thanks to this unique partnership. I came into this already having a deep gratitude for the legacy and impact CSC has had in this region for the last 44 years. I'm now fortunate to have a front row seat as I gain an even greater appreciation of just how our dedicated staff are fulfilling our call of **Helping People. Changing Lives.**

I invite you to review our annual report and see for yourself where we're making a difference near you!

During the journey CSC and OCWCOG have been on to deepen our partnership, I was honored and excited to be chosen to represent CSC as our Agency Director. In the past two years, I've come to deeply appreciate the vast scope of our programs and have found that our dedicated staff members embody the heart and soul of our work and mission.

This report includes information about the comprehensive range of supportive and transformative services we offer at CSC, stories from those who have been impacted, and ways you can help us expand this work even further. I encourage you to remember that every data point is more than just a number and each story is more than just words. Our work touches tens of thousands of individuals every year—**real people in our community** who might live next door, pass you on the street, or go to school with your kids.

As you read about our work, do so through the lens of the real lives and experiences behind each number to truly grasp the impact. Thank you for joining us on our mission to empower the people and communities we serve and positively transform lives.




Kayla Hatley
Agency Director

NEW VISION, MISSION & VALUES

In 2024, we celebrated **44 years of service** and convened an outstanding group of leadership, staff members, and board members to revive and realign our mission, vision, and core values to the growth the agency experienced over the last several years. We are proud and enthusiastic to share these north stars with the communities we are dedicated to serve!



VISION

Communities where every person has equitable access to resources to build brighter futures.



MISSION

We are a community leader, providing vital services with collaborative partners to empower the people of Linn, Benton, and Lincoln Counties and the surrounding areas to positively transform lives.



CORE VALUES

Servant leadership prioritizes shared growth, well-being, and empowerment of all.

Respect for every person, community, and culture.

Equity recognizes we don't all start from the same place and informs the unique supports to empower individuals.

Resilience fostered by providing opportunity today and the hope to plant seeds for tomorrow.

Belonging through cultivation of a community that sees, values, and exemplifies authenticity.

Innovation inspires creative solutions that lead to continuous improvement, collaboration, and desire to grow.

OUR IMPACT AT A GLANCE

CSC gave people a place to call home.

CSC kept the lights on and the heat running during an ice storm.

CSC assisted with transitional housing for those starting recovery.

CSC reduced barriers to housing and kept people housed.

CSC helped transition unhoused individuals and families into shelters and eventually safe, permanent housing.

CSC rehoused parents, allowing them to be reunited with their children from foster care.

CSC supported individuals seeking to open businesses, build career opportunities, and gain greater stability than ever before.

CSC gave HOPE to those who have felt left behind or broken to grow, rebuild, and access resources to build a brighter future.



\$10.7M

total community
investment in 2024



200,964

individuals
impacted

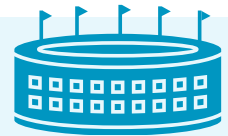


73,592

households
supported



This could fill OSU's Reser Stadium nearly **six times!**



Note that due to the low barrier nature of food services, there is the possibly of duplicated counts.



\$1.3M

donations received

*Thank you to our
generous community!*

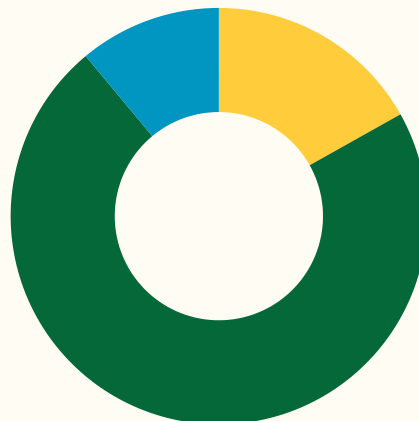


52,328

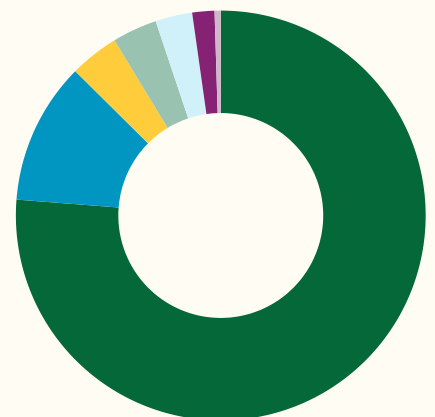
volunteer hours
donated from local
community members

RACE & ETHNICITY OF INDIVIDUALS SERVED

- Hispanic/Latinx 16.8%
- Non-Hispanic/Latinx 71.8%
- Other/Unknown 11%



- White 78.5%
- Other/Unknown 11.5%
- American/Alaska Native 3.6%
- Hawaiian/Pacific Islander 3.6%
- Black 2.5%
- Multiracial 1.8%
- Asian 0.3%



HOUSING

Supportive services and reducing barriers to help people access and maintain housing.



675

households prevented
from eviction, with
45% having children



500

unhoused individuals
served, 92% now in
safe, stable housing



\$3M

provided to local shelters
and organizations



1,422

individuals prevented
from eviction



162

Veterans and their
families received
housing supports



58

individuals graduated
from RentWell tenant
education classes

An unhoused individual had been sleeping in a tent for several months. He came to CSC eager to get back into stable, safe housing so he could regain his health and finish the educational goals he had to put on hold. He was enrolled in a rapid rehousing program and worked with a Case Manager to find a place to rent.

Once housed, CSC helped with move-in costs, monthly rent, as well as close support from his Case Manager. He was able to stabilize his family's living situation through dedicated hard work and perseverance.

Since receiving CSC assistance, he has earned his Master's degree and was accepted into a Doctoral program! He has built up a "nest egg" for any uncertain times they may face in the future and now spends a few hours a week volunteering to help others who are unsheltered.



ENERGY SERVICES

Utility assistance and home weatherization that improve safety and energy conservation.



\$3M

provided in utility
assistance and energy
conservation services



8,825

households served
with utility assistance



12,463

individuals served
with utility assistance



\$659,898

provided in home
weatherization services



61

households served
with weatherization



\$11,077

average weatherization
home investment

We worked with our partners at DevNW to provide energy-saving services and health and safety improvements to a 30-unit senior living multi-family facility in Sweet Home.

Our Weatherization crew and partner contractor, Ductless by Design, installed new heating and cooling systems, ventilation fans, and more. We also provided energy savings kits to the residents and comprehensive education about how to keep their units comfortable, maintained, and healthy year-round.

We heard from the happy and thankful clients at the facility that they enjoyed a warmer and more comfortable winter with the work we were able to do for them!



LINN BENTON FOOD SHARE

*Regional food distribution and innovative partnerships to stimulate local farms and food economy.
Note that due to the low barrier nature of food services, there is possibly of duplicated counts.*



4.6M

pounds of food
distributed



331,412

meals supplied to
network food sites



952,686

pounds of produce
from local farms



458

seniors served with
monthly food boxes



88,098

food boxes supplied,
serving 255,292
individuals



68

local food pantry
& meal site partners

LBFS offers weekly free food farm stands at select Linn Benton Housing Authority apartment sites. These markets utilize staff and participating youth from CSC programs to pick up, deliver, and distribute fresh produce to enthusiastic residents, including seniors, at locations in Lebanon and Corvallis.

The farm stands provide a fair-like atmosphere for residents to say hello, give hugs and handshakes, and exchange tried-and-true recipes for things like eggplant, parsley, and other fresh produce the participants see available, encouraging youth and families to incorporate more fruits and vegetables into their diets. The newest location in Corvallis has been a resounding success increasing from an initial 11 households to now almost 30 households served each week!



HEAD START OF LINCOLN COUNTY

Comprehensive preschool education for children ages 3-5 & supportive services for families.



162

children enrolled and
families supported



815

volunteer hours donated
by 220 individuals



154

families received home
visits to provide holistic
support services



159

students completed
a physical exam



144

students completed
all required
immunizations



162

free vision, hearing,
and developmental
screenings

Through a Parent's Eyes: "My daughter is a perfect example of what the HSLC program does for students educationally and socially. In her two years there, I watched her transform. She went from being a little girl who struggled to make eye contact and shutting down in social situations, to a confident child easily embracing friends and change.

As a parent, I trust the Head Start team completely with her learning, social growth, and most importantly, her safety. She was thriving in and out of the classroom, and I gained invaluable insights into more effective ways to discipline and better support her emotional needs.

During our time in the program, I grew as a parent, and my daughter not only grew too, she flourished!"



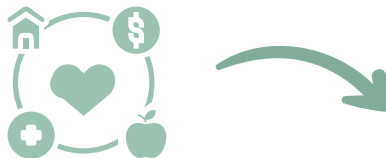
EDUCATION & EMPLOYMENT

Wrap-around services centered in stability to build stronger, more resilient futures.



5,096

individuals served
across services



\$1.27M

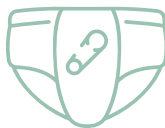
invested in comprehensive
stability & support services

- Housing Support \$715,996
- Training Supports & Supplies \$266,325
- Health Care & Meals \$100,226
- Transportation Assistance \$82,822
- Clothing & Personal Care \$70,679
- Legal Services \$35,841



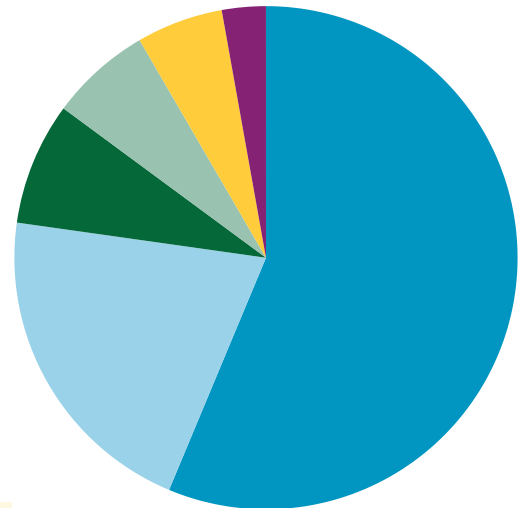
823

individuals provided
job readiness training



116,798

diapers and 1,793
boxes of baby wipes
provided to 190 families



A journey with substance use combined with mental health issues took a client down a path eventually leading them to incarceration and then unhoused on the street.

Support from our Measure110 services helped him find a job, provide clothing and supplies, transportation, and advocacy to help get him into long-term low-income housing. In a matter of months, he transitioned from being homeless with only the clothes on his back, to sober, employed, and stably housed!

Education and employment services represent a suite of programs spanning six counties to youth, adults, and whole families. These services are often braided together to provide uniquely tailored supports and resources to truly transform lives.



PARTNERING TO PREVENT HUNGER

Soulfull Soup partnership collaboration



The **Linn Benton Food Share (LBFS) program** has partnered with Stahlbush Island Farms, a local family-owned farm, and Shepherd of the Valley Lutheran Church in Corvallis to develop locally grown and nutritious "**Soulfull Soup**" for residents in need.

The collaboration continues a project that began during the Covid pandemic to ensure that community members across Linn and Benton Counties have access to healthy food. Soulfull Soup will be incorporated into LBFS's regular distribution and included in their direct services for food boxes to seniors and other vulnerable populations.

The first project initially led to the development of 10+ pallets of high protein, complex carbohydrate, vegan, and low sodium soups. In 2022, after multiple iterations of flavor and ingredient combinations, more than 20 pallets were produced, with 40,800 cans of soup delivered. **In 2024, 22,000 cans of two varieties of soup were made, with another 22,000 cans planned for the spring of 2025!**

According to recent Census data, 15-20% of people in the two counties are living in "food deserts," where access to nutritious food is limited. Additionally, food costs are still rising significantly and demand at regional food pantries and meal sites are at an all time high. This is why innovative partnerships making nutrient-dense food like Soulfull Soup available to those experiencing hunger is so vital.

This is community action at its best!



A green starburst shape containing a white icon of five people with their arms raised in a circle, with small white stars above them.

44 YEARS
OF SERVICE

Help us continue ***making an impact***



DONATE ONLINE

Click the link or scan the QR code
givebutter.com/csc-donate



TEXT TO DONATE

Text ***"CSC" to 53-555***



DONATE BY CHECK

Community Services Consortium
250 Broadalbin Street SW, Suite 2A
Albany, OR 97321
Make checks payable to Community Services Consortium



H. REPORTS TO COUNCIL

1. Employee Reports		
a. City Administrator Report		
Council Action:	NONE	November 18, 2025

1. Wetlands -

- The Cascades West Regional Consortium (wetlands) met on September 16th, and again on November 18th. We submitted a grant to DLDC for planning funding to research and develop regional wetland banks for the purpose of housing development. The grant was unfortunately not selected. During our meeting we discussed other options for grants that would help us to push this work forward. We investigated a Federal EPA Wetland grant. This was found to not be a good fit as it more heavily focused on conservation than mitigation for development purposes. I attended a grant webinar hosted by the DLDC on planning assistance for housing within wetland areas. This was also not suitable for our needs as wetland banks were not an allowable project for the grant, and it was focused on localities rather than a regional project. We are continuing to look for grant opportunities to fund the next phase of our regional efforts.
- The DLDC will be initiating a rulemaking project for alternative compliance pathways for wetland resources for cities. I have applied to be on this rulemaking advisory committee to bring a rural voice to the conversation. Selection of committee members is still underway.
- The Halsey draft Local Wetland Inventory (LWI) is under review. Once I have completed my review, I will work with our consultant to identify potential DLDC requirements for implementation. Potential next steps for our city may include changes within the development code, a resolution to adopt, and the need to develop educational materials for landowners impacted by wetlands and the limitations they create for development.

2. Economic & Main Street Development

- In partnership with the Rural Economic Alliance (REAL) we have onboarded an intern, Ellie, who is working with member cities on a variety of economic development projects. Projects we have been working on with Ellie include:
 - o updating our Business resource webpage to include more resources for business owners and information about REAL
 - o updating our inventories of local businesses, including research on home-based businesses with a less obvious community presence,
 - o mapping our industrial and commercial district to include types of businesses, vacant spaces, and blighted buildings.
 - o Creating a flyer and brochure to give out to our local business community that includes information about REAL, business resources, and an invitation to participate in our “Halsey Hometown Highlights” series.
- We have been ramping up our main street revitalization activity recently. First, we have reengaged with the Oregon Main Street Network, and Halsey is a “Connected Community”. Second, Larissa and I attended the Oregon Mainstreet Conference in Albany October 9-10. Larissa focused on content related to public art and streetscape while I attended sessions focusing on community mapping, and disaster resilience. We have already begun implementing some of what we learned through the mapping projects we are doing with intern Ellie. Our next steps are to identify some tangible main street art and/or street scape projects that would be grant eligible. The next round of OMS Main Street grants is not until Spring 2027. In the interim we can plan and prepare to apply for that grant cycle in hopes of being competitive.

3. Infrastructure Projects

- Well Replacement –
 - o Water Rights Application – On September 18th Public works along with well contractors Jones Drilling completed our Well 98 and the Claim of Beneficial Use pump test on the new well. The data was collected and sent to the geological consultants GSI. They did an in person site inspection on November 5th. The data has been compiled into the proper reporting documents for the Oregon Water Resources Department (OWRD) and the draft was sent to me for review on Friday. Once that review is complete

we will send the forms to OWRD. These are the final steps required to complete our transfer of water rights.

- o Phase 2 – We met with Civil West on November 5th to discuss Phase 2 design. This portion of the design includes installation of the well pump, the well house plumbing and apparatus, piping and electrical into the water treatment plant, the wellhouse, and programming the new well. To move forward the city asked Civil West to provide cost comparisons for a standard above ground design vs. an inground “pitless adaptor” style. The cost was comparable with either option, and the original plans from our initial bidding in phase 1 already include a standard above ground design, which means reduced engineering and design costs. The above ground design is also preferable to our Public Works team who regularly inspect and collect data from our well systems. We opted to for this design.
 - Contracting – the city has exhausted the original contract deliverables with Civil West for the well. I am reviewing the contract and determining if we will amend it to add additional services for the design and completion of Phase 2, or if we will go to bid on this portion of the contract. I will follow-up with council with more information on these two options so you may make a decision on how to proceed.

- **I&I Project**

- o Branch Engineering has completed initial design on the I&I project. They provided estimates for two options, including a spot repair option vs. a full coating option. Both options were within budget, so we chose the more comprehensive of the two options for a longer repair life. We discussed the potential to add some of the “priority 3” projects to the design if budget allows. Currently, with contingency we are near the top of our budget. We decided that we may want to go to bid and make a decision after bids come in. The city has money set aside for engineering and some project overages. As always, our goal is not to spend those additional city funds if not necessary.
- o We are still on track to develop the bid package materials and be prepared to open project bids in January.

4. Code Enforcement –

We will attend court on November 18th for the ongoing discarded vehicle enforcement case. The city is ready to move forward with abatement. Update to come at council meeting.

5. Upcoming Events

November – all month! Food Drive for Sharing Hands

November 20th – Parks & Library committee meets at Halsey Library – 5:30pm

November 27th-28th – City Hall Closed for Thanksgiving Holiday

December 6th - Halsey – Shedd Fire District Pancake Breakfast 6:30 – 10:30 am

December 6th – Halsey Light Parade at 6PM, chili feed at the fire house following the parade

H. REPORTS TO COUNCIL

1. Employee Reports		
b. Public Works Department		
Council Action:	NONE	November 18, 2025

Halsey Public works report Sept/Oct 2025

Water Distribution:

Water produced 3,650,310 gallons
Daily average 117,751 gallons

Wastewater:

WW collected 1,263,000 gallons
Daily average 41,000 gallons

Here are some highlights for September and October:

In the water department we were involved with recording data from well 98 and the new well, well 24. This included time stamped information during well draw down and water level recovery for our water right permit. We repair a water leak on west I st. This included replacing an 8' section of 2" pipe including replacing a section of a service.

The annual water use report was completed.

In the sewer department we were able to locate two sewer clean outs on dead-end mains that have been buried for years. With some ingenuity we raised them to grade without much expense. We built 3-new metal drainage grated replacing broken plastic ones on W. 3rd st by the park.

A plugged sewer main line was located on W. 5th Street that also affected a resident. The line was clean.

We were involved with the routine city-wide clean-up.

We completed three drainage projects that should improve effected areas in town. Two French drains on W. I st and a 12"x20' section of pipe on W. 6th st.

We have started cleaning open ditches throughout the town.

We were involved with the park pathway improvements. We removed a section of walkway and filled with loam that was not in the scope of the contractors work, also removed the fire pits and horseshoe pits.

H. REPORTS TO COUNCIL

1. Employee Reports		
c. Library		
Council Action:	NONE	November 18, 2025

Circulation for October		Total Circulation since opening (Aug. 2015)	14,136
Fiction	108		
Non-Fiction	21	Total Number of Patrons to Date	672
Total	129		
Cities Represented in Circulation		Total Number of items in collection	4850
Halsey	91		
Shedd	38	Avg. Daily Threshold Count since opening	6
Harrisburg	0	Average Daily Threshold Count for October	5.8
Sweet Home	0		
Value of Inventory Through October		Total Number of Patrons that visited in October	133
Fiction	\$92,153.49		
Non-Fiction	\$47,664.94	Books added to inventory in October	117
Total	\$139,818.43		

Updates:

October was a great month for the library. We were significantly busier than last month as far as foot traffic was concerned. We also received a very generous shipment from the state which consisted of a variety of new books to add to our fiction section. In the month of October we added 117 new books and there are still more waiting to be cataloged and added to the shelves. We also received an incredible donation from one of our patrons that included a large selection of classic Dr. Seuss books that I am very eager to get on the shelves as well. We didn't have many Dr. Seuss books and the ones we did have were very well loved and would soon need to be replaced. So, we are very grateful for that donation.

I. NEW BUSINESS

1. Proposed Street Vacation of West A & West B Street		
Council Action:	MOTION	November 18, 2025

Issue Statement: Council is asked to consider a motion to proceed with initiating the vacation upon receipt of an application to vacate the 170' long sections of West A Street and West B Street between the previously vacated West 6th Street right of way, and the West 7th Street right of way between Blocks 1 & 2, Cooper's Addition to the Town of Halsey. A motion to proceed with initiating vacation would result in the city confirming existence of utilities, notifying property owners, conducting a public hearing, and proceeding with a full staff report on the request for council consideration.

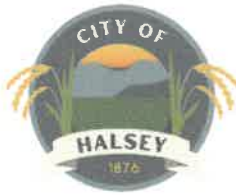
Summary: The property owner of tax lots 101 and 201, abutting both the north and south sides of the A street right of way, and 201 abutting both the north and south sides of the B street right of way has submitted an application for street vacation.

If the street is vacated the City would no longer own the right of way. The land would be evenly divided between the properties abutting the north and south sides of the A street right of way and B street right of way, both owned by the applicant.

The applicant would pay all costs for processing the vacation, including the costs for processing the application (staff, planner notices. If the vacation is granted, the applicant will also pay the cost of the surveyor, plat map, and potentially an attorney to draft the easement if one is granted. He has already paid the \$1,000 deposit.

The applicant has stated his purpose is to remove the city right of way from A street as the area is already developed with and existing structure as part of the Central Valley Assembly of God. The applicant stated the purpose for the B street vacation as no intended change to the land at this time.

- **Possible Motion:** I move that the Governing Body of the City of Halsey approve the motion to proceed with processing the street vacation application for West A & West B Street.
- **Council Options**
 - 1. Approve to Proceed
 - 3. Provide additional direction to staff
 - 4. Deny request



CITY OF HALSEY

PETITION FOR VACATION OF STREET OR ALLEY

By Motion of the City

I Jeff Carter (please print your name) HEREBY PETITION the City Council, Halsey, Oregon to vacate the following described street or alley located within the city limits of the City of Halsey, Linn County, Oregon.

To wit:

B Street from Sixth Street to Seventh Street, and A Street from Sixth Street to Seventh Street

Reasons for the submission of petition for street/alley vacation:

A Street is already developed with an existing structure as part of the Central Valley Assembly of God and B Street is not used as public right-of-way and has not improved as such

If vacation is granted, the vacated area will be used for:

No change in use, religious institution

The applicant certifies that the applicant will be responsible for reimbursing the City of Halsey for any costs incurred by the City if the actual costs of the vacation proceedings exceed the deposit of \$1000. The applicant acknowledges that he or she is responsible for reimbursing the city for actual cost of the proceedings regardless of the City's decision to approve or deny the application.

ORS 271.130 Allows for vacation under the jurisdiction of the City of Halsey by city motion. No signatures of surrounding property owners are required.

Date: 09-25-2025

By: Pastor Jeff Carter

FOR ASSESSMENT AND
TAXATION ONLY

N.W.1/4 N.E.1/4 SEC.1 T.14S. R.4W. W.M.
Linn County
1" = 100'

14S04W01AB
HALSEY

552-4

552-12

MR 3
PEORIA & BROWNSVILLE RD

A ST

B ST

C ST

D ST

E ST (VAC)

E ST (VAC)

SIXTH ST

D.M.

COOPER'S

ADDITION

SEE MAP 14 4W 1AC

SEE MAP 14 4W 1

SEE MAP 14 4W 1AA

14S04W01AB
HALSEY
9/19/2017



I. NEW BUSINESS

2. Utility Easement		
Council Action:	MOTION	November 18, 2025

Issue Statement: Council is consider acceptance of a utility easement for Storm Water Drainage infrastructure located on tax lot 200 on the Southeastern corner of the City of Halsey. The storm drain easement is located on West 1st Avenue with the nearest cross streets being Crowell Street. Maps included in materials.

Summary: The property owners of tax lot 200 has submitted plans for potential development. Due to major storm drainage infrastructure running east and west through a portion of this property, as a condition of development the city has requested a utility easement for the purpose of ongoing maintenance. The property owner has submitted the legal documents for deeding the easement to the city. Council must formally accept the easement in order for the city to move forward with signing the documents.

- **Possible Motion:** I move that the Governing Body of the City of Halsey approve the utility easement for the Zehr 1st street Culverts.
- **Council Options**
 1. Approve as recommended
 2. Approve with amendments
 3. Provide additional direction to staff
 4. Deny request

EASEMENT FOR PUBLIC UTILITIES

THIS AGREEMENT, made and entered into this ____ day of _____, 2025 by and between Leland and Lindsay Zehr, (Address): 26734 Powerline Road, Halsey, Oregon 97348, herein called **Grantor**, and the **CITY OF HALSEY** (Address): 100 W. Halsey St, Halsey, Oregon 97348, a Municipal corporation, herein called "**City**."

WITNESSETH:

That for and in consideration of the total compensation to be paid by the City, the Grantor does grant and transfer unto the City, a perpetual and permanent easement, including the right to enter upon the real property hereinafter described and to construct, install, inspect, maintain and repair public utilities for the purpose of conveying public utilities services over, across, through and under the lands hereinafter described, together with the right to excavate and refill ditches and/or trenches for the location of the said public utilities and the further right to remove trees, bushes, under-growth, fences, structures and other obstructions interfering with the location and maintenance of the said public utilities.

This agreement is subject to the following terms and conditions:

1. The easement hereby granted is described as follows:

SEE "EXHIBIT A" ATTACHED
2. The permanent easement described herein grants to the City and to its successors, assigns, authorized agents or contractors, the perpetual right to enter upon said easement at any time that it may see fit for construction, maintenance, evaluation and/or repair purposes. This easement will not be considered abandoned until City has declared the easement abandoned, no longer in use by City, and released in a duly executed and recorded release instrument.
3. The easement granted is in consideration of \$0.00, the receipt of which is hereby acknowledged, and in further consideration of the public improvements to be placed upon said property and the benefits Grantor may obtain therefrom. Nothing herein shall reduce or limit Grantor's obligation to pay any costs or assessments which may result from the improvements. Grantor agrees that the consideration recited herein is just compensation for the property rights granted, including any and all reduction in value to Grantor's remaining property, if any, which may result from the acquisition or use of said property rights.
4. The Grantor does hereby covenant with the City that Grantor is lawfully seized and possessed of the real property above described, has a good and lawful right to convey it or any part thereof, and will forever warrant and defend the title thereto against the lawful claims of all persons whomsoever.
5. Upon performing any maintenance, the City will make reasonable efforts to return the site to its original condition.
6. No permanent structure shall be constructed on this easement.

IN WITNESS WHEREOF, we have set our hands hereto this
____ day of _____, 2025.

STATE OF OREGON)
County of Linn)ss.

IN WITNESS WHEREOF, we have set our hands hereto this
____ day of _____, 2025.

STATE OF OREGON)
County of Linn)ss.

By:
Jerry Lachenbruch, Mayor

GRANTOR(S)

On the ____ day of _____, 2025 personally appeared the within named _____who acknowledged the foregoing instrument to be a voluntary act and deed.

BEFORE ME: _____
NOTARY PUBLIC FOR OREGON

Commission Expires: _____

GRANTEES

On the ____ day of _____,2025 personally appeared who being duly sworn, did say that the above is the Mayor for the City of Halsey, a Municipal Corporation, and that the seal affixed to the foregoing instrument was signed and sealed in behalf of said corporation by authority of its City Council, which accepted this easement on the _____ day of _____, 2025, and who acknowledged said instrument to be a voluntary act and deed.

BEFORE ME: _____
NOTARY PUBLIC FOR OREGON

Commission expires: _____

AREA RESERVED
FOR USE BY
LINN COUNTY RECORDER

EXHIBIT 'A'

PUBLIC STORM DRAIN EASEMENT

AN AREA LOCATED IN THE SOUTHEAST QUARTER OF SECTION 1, TOWNSHIP 14 SOUTH, RANGE 4 WEST OF THE WILLAMETTE MERIDIAN, CITY OF HALSEY, OREGON AND BEING MORE SPECIFICALLY DESCRIBED AS FOLLOWS:

COMMENCING AT A 5/8 INCH IRON ROD ON THE EASTERLY RIGHT-OF-WAY OF FIRST STREET THAT MARKS THE NORTHWEST CORNER OF THE LAND DESCRIBED AS "PARCEL 1" IN LINN COUNTY DEED DOCUMENT NO. 2024-04724; THENCE ALONG SAID RIGHT-OF-WAY, SOUTH 01°49'32" WEST 79.83 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY, SOUTH 01°49'32" WEST 16.00 FEET; THENCE LEAVING SAID RIGHT-OF-WAY, SOUTH 89°02'14" EAST 81.00 FEET TO A POINT ON THE WESTERLY RIGHT-OF-WAY OF THE UNION PACIFIC RAILROAD; THENCE ALONG SAID RAILROAD RIGHT-OF-WAY, NORTH 02°06'49" EAST 16.00 FEET TO A POINT WHICH IS SOUTH 02°06'49" WEST 78.71 FEET FROM A 5/8 INCH IRON ROD THAT MARKS THE NORTHEAST CORNER OF THE LAND DESCRIBED AS "PARCEL 1" IN LINN COUNTY DEED DOCUMENT NO. 2024-04724; THENCE LEAVING SAID RAILROAD RIGHT-OF-WAY, NORTH 89°02'14" WEST 81.08 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED AREA CONTAINS 1,297 SQUARE FEET.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JUNE 12, 2013
KYLE W. LATIMER
80442

RENEWS: 12/31/2026

Udell Engineering & Land Surveying, LLC
63 East Ash Street, Lebanon, OR 97355
Ph: 541-451-5125 • Fax: 541-451-1366

FIRST ST
(60') R/W

[S01°49'32"W 79.83']

S88°14'40"E 81.47'
(S89°59'49"E 81.53') C.S. 27229

'PARCEL 1'
DN 2024-04724

POINT OF BEGINNING

[N89°02'14"W 81.08']

[S01°49'32"W 16.00']

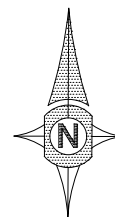
[N02°06'49"E 16.00']

[S89°02'14"E 81.00']

[S02°06'49"W 78.71']

S.P.R.R. / U.P.R.R.
R/W VARIES

LINN COUNTY TAX LOT 200
MAP 14S04W01DA



SCALE: 1" = 20'

0' 20'

SHEET 1
of 1

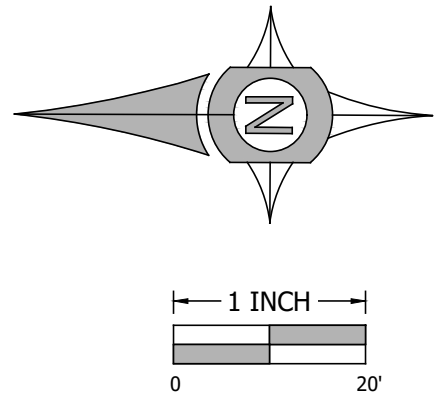
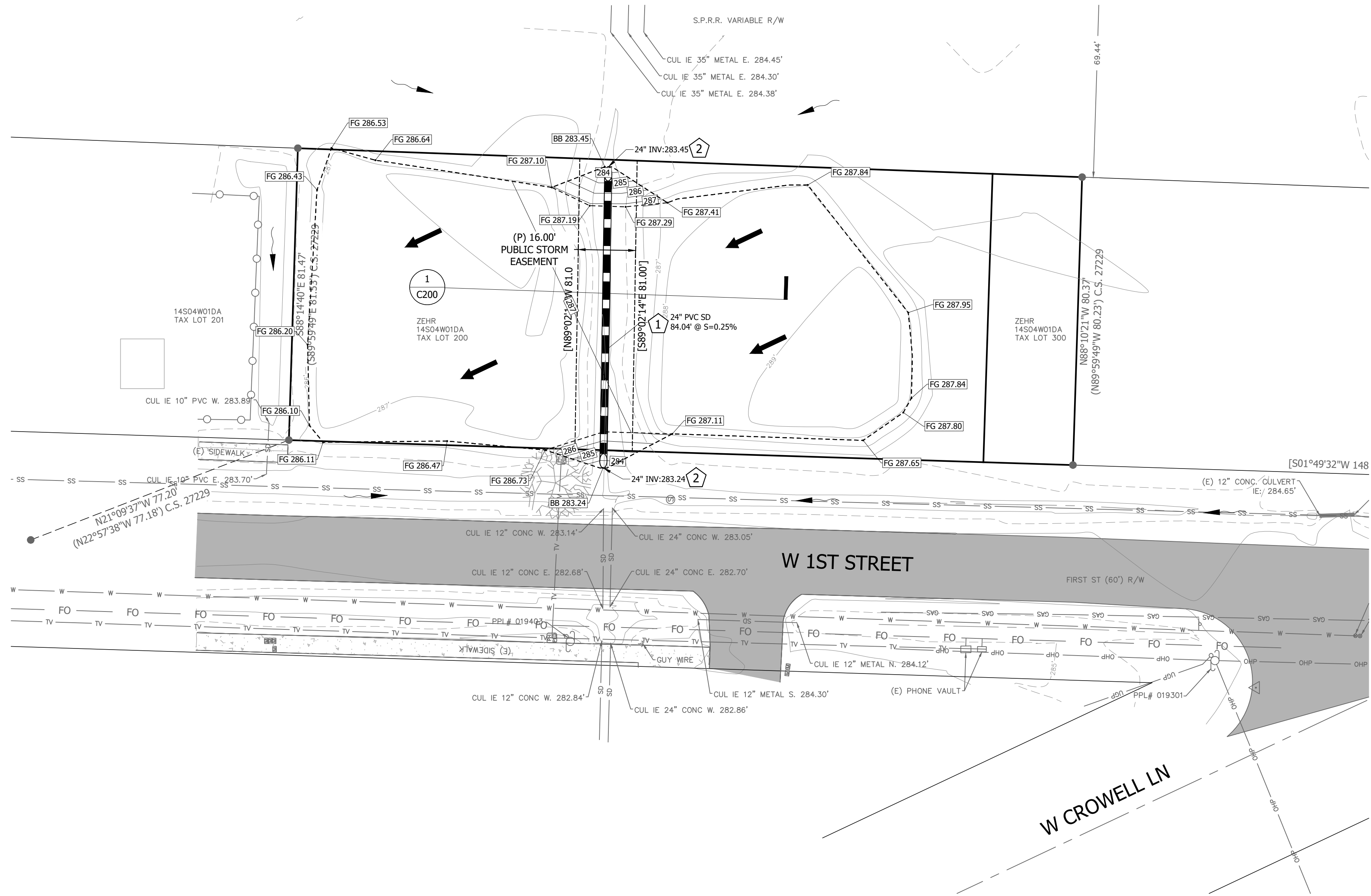
SCALE: AS NOTED



Date 12/17/2024
Project 24-096 ZEHR
1ST ST
Drawn by
KWD
Checked by
KWL

EXHIBIT "B"
LELAND ZEHR
14S04W01DA, 200
HALSEY, OREGON

UDELL ENGINEERING
AND
LAND SURVEYING, LLC
63 EAST ASH ST.
LEBANON, OREGON, 97355
541-451-5125

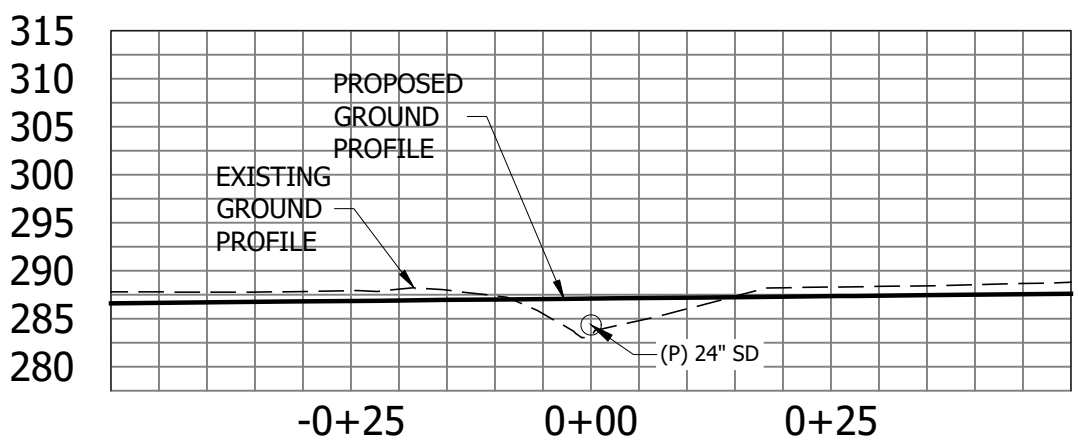


GRADING LEGEND

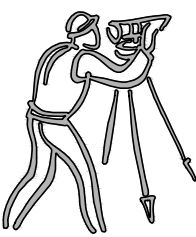
- 362 - EXISTING SURFACE CONTOUR ELEVATION
- 362 - DESIGN SURFACE CONTOUR ELEVATION
- EXISTING SURFACE DRAIN DIRECTION
- DESIGN SURFACE DRAIN DIRECTION
- FG 000.00 - DESIGN FINISH GRADE ELEVATION
- BB 000.00 - DESIGN BOTTOM OF BANK ELEVATION
- EG 000.00 - EXISTING GROUND ELEVATION
- P 000.00 - DESIGN TOP OF ASPHALT PAVE ELEVATION
- C 000.00 - DESIGN TOP OF CONCRETE PAVE ELEVATION
- W 000.00 - DESIGN TOP OF SIDEWALK ELEVATION
- TC 000.00 - DESIGN TOP OF CURB ELEVATION
- GR 000.00 - DESIGN TOP OF GRAVEL ELEVATION
- GND 000.00 - DESIGN TOP OF GROUND ELEVATION

STORM DRAIN NOTES

- INSTALL 24" PUBLIC HDPE STORM PIPE, ADS N-12 OR APPROVED EQUAL, PER CITY OF HALSEY 1996 PUBLIC WORKS DESIGN STANDARDS. REFER TO ORE STD DWG RD300 FOR TRENCHING AND BACKFILL. PROVIDE 12" MIN. COVER TO FINISHED GRADE. PROVIDE 6" BEDDING USING 3/4"-0 CRUSHED-ROCK AGGREGATE OR APPROVED ALTERNATE.
- INSTALL ADS MITERED END SECTION OR APPROVED EQUAL AT 3:1 SLOPE. SEE DETAIL ON SHEET C300.



1 SECTION DETAIL
C200

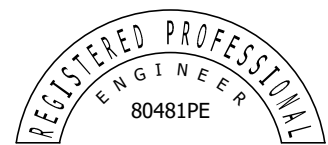


CLIENT:
ZHR CONSTRUCTION
ATTN: LELAND ZHR
26734 POWERLINE RD
HALSEY, OR 97348
LZ@ZHRCONET

UDELL ENGINEERING
AND
LAND SURVEYING, LLC
63 EAST ASH ST.
LEBANON, OREGON 97355
(541) 451-5125 PH.
(541) 451-1366 FAX

GRADING AND DRAINAGE PLAN
W 1ST STREET CULVERT
ZHR CONSTRUCTION
HALSEY, OREGON

DATE: SEPTEMBER 19, 2024
PROJECT: W 1ST STREET CULVERTS
DRAWN BY: ATR
CHECKED BY: BSJ



RENEWAL DEC. 31, 2026

PLAN REVISIONS	DATE
CULVERT EXTENSION	01/14/25

Sheet C200

SCALE: SEE BARSCALE

3104
3103
3901
5000
1401
800
700

EDMONDS
INDUSTRIAL
TRACTS

Linn County

 $1'' = 100'$

SEE MAP 14 4W 1AD

J ST

~~K~~ ~~ST~~

~~L~~ ~~ST~~

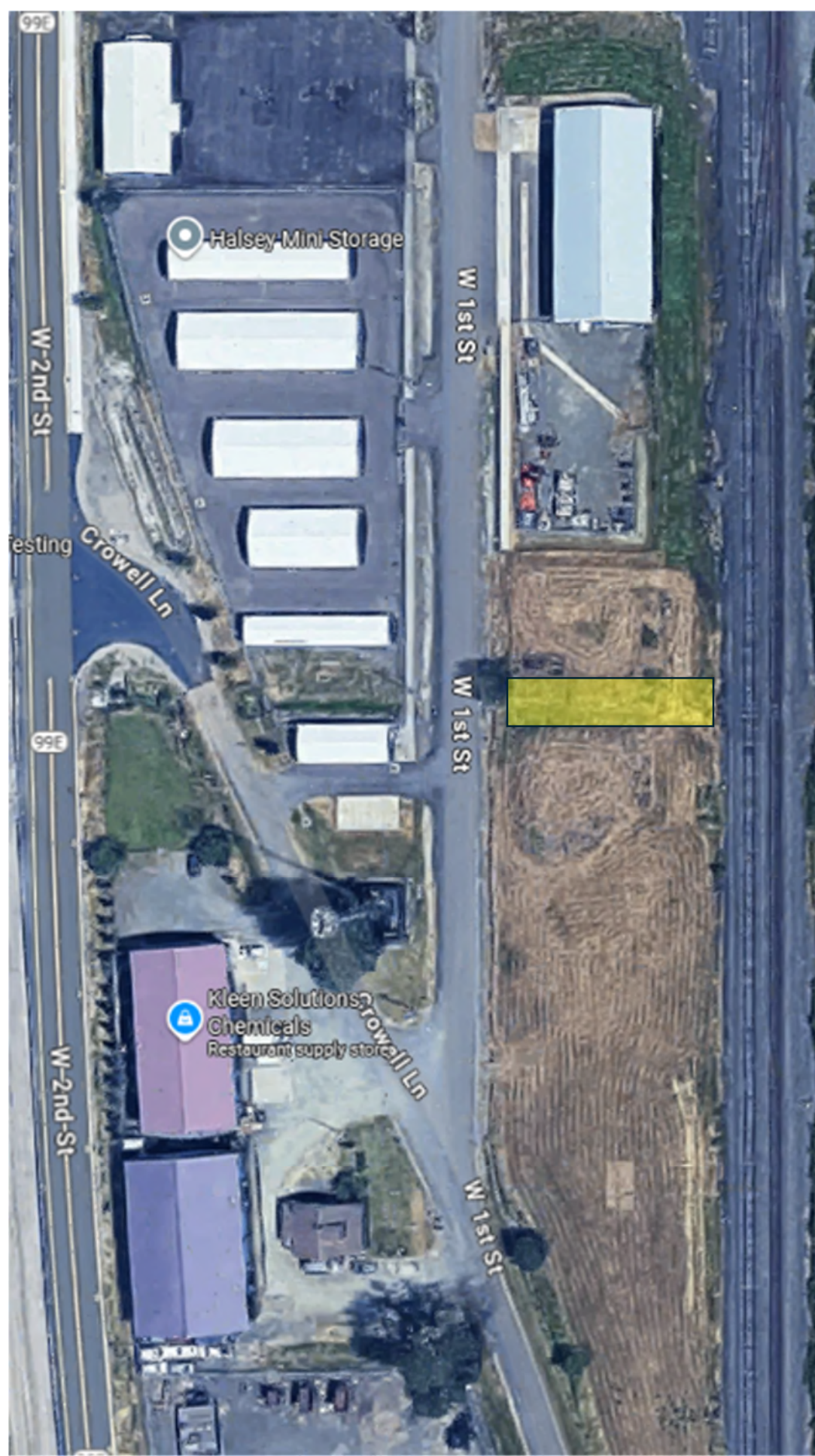
M-ST

-N-ST

CO RD NO 219

SEE MAP 14.4W.1

6/27/2024



J. ORDINANCES & RESOLUTIONS

1. RESOLUTION 2025-752 – A Resolution of the City of Halsey Adopting the Linn County Multi-Jurisdictional Natural Hazard Mitigation Plan

Council Action: **MOTION**

November 18, 2025

Issue Statement: This is a Resolution to adopt the Linn County Multi-Jurisdictional Natural Hazard Mitigation Plan.

- The City of Halsey is included in this plan. It was finalized in 2025. City staff participated in its development in 2024-2025.
- Adopting the plan is necessary for the City to be eligible for FEMA assistance in the event of a natural disaster.
- The plan identifies and assesses levels of risk and the vulnerability of Linn County Systems for the following: Winter Storm, Earthquake, Flood, Wildfire, Windstorm, Landslide, Earthquake – Crustal, Drought, and Volcano.
- There are sections in the plan on each of these, how the risk was assessed, what systems are the most vulnerable and what the effects could be.
- Linn County has identified priority action items to complete to help reduce the vulnerability of systems in our county.
- There are great tables and maps throughout the plan with compiled information on Linn County.
- There are specific plans and actions for the City of Halsey.
- Included in the packet is a summary of the full plan as well as the Halsey Addendum. The full plan can be viewed online on the city of Halsey website at https://cms2.revize.com/revize/halseyor/Document%20Center/Other/20250911_LinnCo_MJNHMP_ALL_FINAL.pdf or by utilizing the QR code below



Linn County NHMP

- **Possible Motion:** I move that the City of Halsey adopt RESOLUTION 2025-752 – A Resolution of the City of Halsey Adopting the Linn County Multi-Jurisdictional Natural Hazard Mitigation Plan

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



RESOLUTION 2025-752

A RESOLUTION ADOPTING THE LINN COUNTY MULTI-JURISTICTIONAL NATURAL HAZARD MITIGATION PLAN

WHEREAS, natural hazards threaten life, businesses, property, and environmental systems in the City of Halsey and throughout Linn County.

WHEREAS, an understanding of the nature, extent, and potential impacts of natural hazards is the foundation for developing strategies to reduce or eliminate those impacts.

WHEREAS, natural hazards mitigation planning is the process through which such understanding and strategies are developed and a process for implementation is established in the City of Halsey and throughout Linn County.

WHEREAS, it is in the interest of Linn County and the cities and special districts located therein to undertake natural hazards mitigation planning and implementation together as a coordinated planning strengthens communities and better serves all; and

WHEREAS, Linn County and the Cities of Gates, Halsey, Harrisburg, Lebanon, Lyons, Scio, Sodaville, and Tangent previously prepared, implemented, and updated natural hazard mitigation plans in accordance with the Disaster Mitigation Act of 2000. These plans were each approved by FEMA for a period of five years; and

WHEREAS, City of Sweet Home and the Lyons Rural Fire District each previously prepared, implemented and updated natural hazard mitigation plans in accordance with the Disaster Mitigation Act of 2000. These plans were each approved by FEMA for a period of five years; and

WHEREAS, the City of Millersburg has developed its first plan within the 2025 Linn County Multi-Jurisdictional Natural Hazard Mitigation Plan; and

WHEREAS, the Linn County Multi-Jurisdictional Natural Hazard Mitigation Plan update is the most recent multi-jurisdictional natural hazards mitigation plan which expired on May 22, 2023; and

WHEREAS, Linn County and the Cities of Gates, Halsey, Harrisburg, Lebanon, Lyons, Millersburg, Scio, Sodaville, Sweet Home, and Tangent and the Lyons Rural Fire District each participated in completing the 2025 Linn County Multi-Jurisdictional Natural Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, as a result of coordinated planning, the 2025 Linn County Multi-Jurisdictional Natural Hazard Mitigation Plan is based on the county's Basic Plan within Volume 1 and includes individual addenda for each participating jurisdiction; and

WHEREAS, adoption of the updated 2025 Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan is required for FEMA approval of the 2025 Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan and restores eligibility for certain federal pre- and post-disaster mitigation funds; and

WHEREAS, adoption of the updated 2025 Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan demonstrates the City of Halsey commitment to reducing or eliminating the potential impacts of natural hazards and to achieving the Plan's goals.

NOW THEREFORE, THE CITY OF HALSEY RESOLVES:

Section 1. The City of Halsey hereby adopts the recitals above in support of this resolution.

Section 2. Adoption. That the City of Halsey adopt the Linn County Multi-Jurisdictional Natural Hazard Mitigation Plans as set forth in Exhibit A.

Section 3. Effective Date. This resolution shall become effective upon passage by the Council and approval by the Mayor.

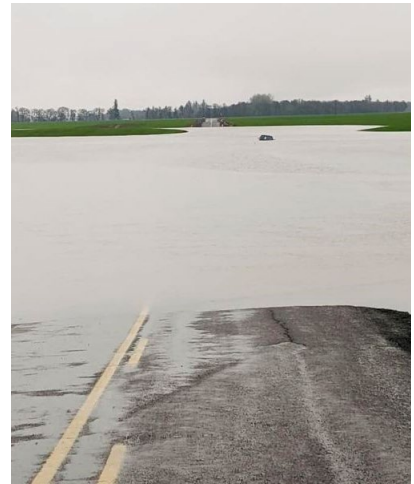
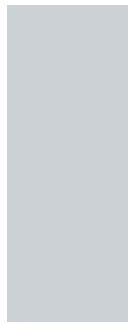
ADOPTED by the City Council this 18th day of November 2025.

ATTEST:

Briana Parra, City Administrator

Jerry Lachenbruch, Mayor

Exhibit A - NHMP Summary

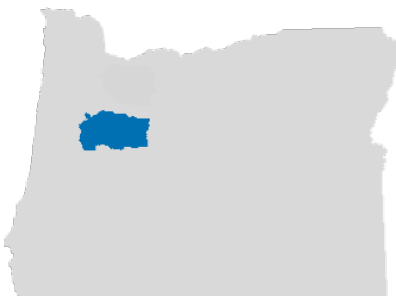


Linn County

MULTI-JURISDICTIONAL NATURAL HAZARDS MITIGATION PLAN

VOLUME I: BASIC PLAN

- Linn County
- City of Gates
- City of Halsey
- City of Harrisburg
- City of Lebanon
- City of Lyons



- City of Millersburg
- City of Scio
- City of Sodaville
- City of Sweet Home
- City of Tangent
- Lyons Rural Fire District



FEMA

Effective Month X, 2025 through Month X, 2030

The 2025 Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan is a living document that will be reviewed and updated periodically. It will be integrated with existing plans, policies, and programs. The Disaster Mitigation Act of 2000 (DMA2K) and the regulations contained in 44 CFR 201 require that jurisdictions maintain an approved Natural Hazards Mitigation Plan to receive federal funds for pre- and post-disaster mitigation grants.

Comments, suggestions, corrections, and additions are encouraged to be submitted by all interested parties. For further information and to provide comments, contact:

Ric Lentz, EMT-B, Emergency Manager
Linn County Sheriff's Office
1115 Jackson St. SE
Albany, OR 97322
rlentz@linnsheriff.org
541-812-2274 x4693

Alyssa Boles, CFM, Planning Manager
Linn County Planning and Building
300 SW 4th Ave.
Albany, OR 97321
aboles@co.linn.or.us
541-967-3816 x2360



Linn County developed this Multi-Jurisdictional Natural Hazards Mitigation Plan (MJ-NHMP, NHMP) in collaboration with the Cities of Gates, Halsey, Harrisburg, Lebanon, Lyons, Millersburg, Scio, Sodaville, Sweet Home, and Tangent, and the Lyons Rural Fire District. Special thanks to Linn County Planning and Emergency Management staff for their leadership and logistical resources and skills in convening the participating jurisdictions.



The MJ-NHMP was funded in part through the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Assistance Grant Program (HMGP). The Oregon Department of Land Conservation and Development (DLCD) received a FEMA HMGP-Post Fire grant for FM-5327-OR through the Oregon Department of Emergency Management to assist Linn County and participating jurisdictions with the update.

Cover photos credits: Upper left: Poor air quality due to smoke in Albany, City of Albany staff; Upper right: Riverfront Park in Harrisburg, 2015 Willamette River flood, provided by Michele Eldridge; Lower left: "Linn County Road Department employees use a D6 Cat to clear a residential driveway access on Brock Drive near Scio," Linn County Reporter February 2024; Center: Aftermath of Beachie Creek fire in Gates, provided by Traci Archer; Lower right: Submerged vehicle on Abraham Drive near Peoria. Flooding was caused by ice melt, which had the Road Department close several roads due to high water for a day or two, Linn County Reporter February 2024.

ACKNOWLEDGEMENTS

Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan Update Steering Committee

Linn County

Alyssa Boles, Planning Manager, Planning and Building, Co-Convener
Ric Lentz, Emergency Manager, Sheriff's Department, Co-Convener
Kate Bentz, Associate Planner, Planning and Building
Julia Fox, Assistant Planner, Planning and Building
Emerson Marsh, Recovery Coordinator, Sheriff's Department
Daineal Malone, Engineer, Road Department
Kevin Hamilton, Operations Manager, Road Department
Erik Anderson, Public Health

City of Gates

Traci Archer, City Administrator/Recorder

City of Halsey

Briana Parra, City Administrator
Jerry Lachenbruch, Mayor

City of Harrisburg

Michele Eldridge, City Administrator
Chuck Scholz, Public Works Director

City of Lebanon

Kelly Hart, Community Development Director
Ron Whitlach, Engineering Services Director
Jason Rush, Public Works Operations Manager

State and Federal Agencies

Federal Emergency Management Agency, Region X

Joshewa Fulton

Oregon Department of Emergency Management

Jason Gately
Joseph Murray

Oregon Department of Geology and Mineral Industries

Matt C. Williams
Jason D. McClaughry

Partner Organizations/Interested Parties

Jeffery Carlson, Consumers Power Inc.
Cliff Carpenter, Linn Benton Community College

Project Managers

Linn County

Alyssa Boles, Planning Manager, Planning and Building
Kate Bentz, Associate Planner, Planning and Building
Ric Lentz, Emergency Manager, Sheriff's Office

City of Lyons

Micki Valentine, City Manager

City of Millersburg

Kevin Kreitman, City Manager
Matt Straite, Community Development Director

City of Scio

Ginger Allen, City Manager

City of Sodaville

Molly McGuire, City Administrator/Recorder
Brandi Libra, former City Recorder
Alex McHaddad, former City Recorder

City of Sweet Home

Cecily Pretty, Assistant City Manager Pro Tem
Jason Ogden, Chief of Police/City Manager Pro Tem

City of Tangent

Joe Samaniego, City Manager

Lyons Rural Fire District

Bob Johnston, Fire Chief
Sherry Bensema, EMS Coordinator
Emily Hutchison, Office Administrator

Oregon Department of Land Conservation and Development

Marian Lahav
Patrick Wingard

Oregon State University, Oregon Climate Change Research Institute

Erica Fleishman

Staci Cook, City of Mill City
Shane Wooton, Chief, Albany Fire Department

Oregon Department of Land Conservation and Development

Susan Millhauser, Natural Hazards Planner
Katherine Daniel, Natural Hazards Planner, former
Pamela Reber, Natural Hazards Planner, former

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Lebanon	LB-1
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Lyons Rural Fire District	LFD-1
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VOLUME I: BASIC PLAN

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Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan (NHMP)

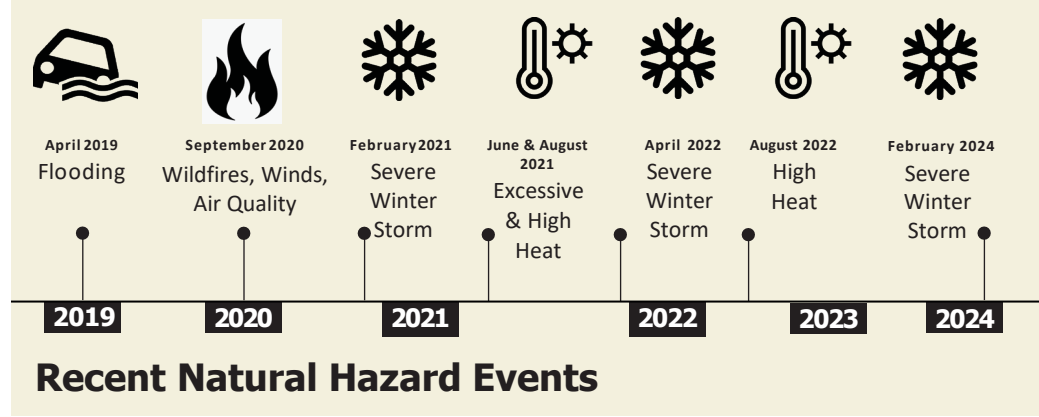
2025 Update

The Linn County NHMP focuses on natural hazards that historically impacted Linn County and the cities within and that could affect communities in the future. It is intended to assist jurisdictions reduce the risk from natural hazards by identifying resources, information, and strategies. It is also intended to guide and coordinate mitigation activities throughout the county.

What natural hazards affect Linn County?

Natural hazards pose a threat to the county's economy, people's health and property, infrastructure, and natural resources and ecosystems. Planning for natural hazards is vital due to potentially devastating effects.

Excessive heat, flooding, wildfires, windstorms, and winter storms have posed threats the last several years. These and other natural hazards could greatly affect the county in the future. Flooding is a primary concern in western parts of the county. Wildfires and landslide are concerns in steep and forested eastern areas of the county. Extreme heat and winter storms impact the entire county. The Cascadia Subduction Zone off the coast of Oregon and crustal faults within the county place it in danger of significant earthquake damage.



Earthquake: Minor earthquakes historically occurred in the Cascade foothills. Since 2019, a cluster of small earthquakes have happened near Lacombe, with the largest on October 7, 2022, with a 4.4 magnitude on the Richter scale. The 1993 Scotts Mills earthquake in Marion County was magnitude 5.7.

Excessive Heat: A high-pressure dome over the Pacific Northwest led to a stretch of extreme heat, shattering records from June 26-29, 2021. All time maximum temperatures were broken by 8 to 10 degrees. There were 123 fatalities across Oregon as well as widespread business closures and postponements of events.

Flood: During April 6-21, 2019, a strong atmospheric river produced up to 5 inches of rain in a 48-hour period. This heavy rain combined with snow melt caused flooding along many rivers in Western Oregon. The Willamette River near Harrisburg crested at 15.3 feet on April 9, 1.3 feet above flood stage, and on April 11 crested near Albany at 27.3 feet, 2.3 feet above flood stage. The county received assistance as a part of a Presidential Declaration (DR-4452).

Tornado: A tornado touched down near Harrisburg on June 18, 2023. Six other funnel cloud sightings occurred in the county since 2019.

Wildfire: The 2020 Labor Day wildfires grew explosively due to strong winds combined with extremely low relative humidity and exceptionally dry fuel conditions. Loss of life, homes, and businesses occurred in the Santiam Canyon and smoke and extremely poor air quality impacted the entire county. The wildfires and straight-line winds event was a Presidentially Declared Disaster (DR-4562).

Windstorm: Ten episodes with winds of magnitude 35-62 miles per hour occurred in Linn County between 2019 and 2023, including the 2020 straight-line winds event (DR-4562).

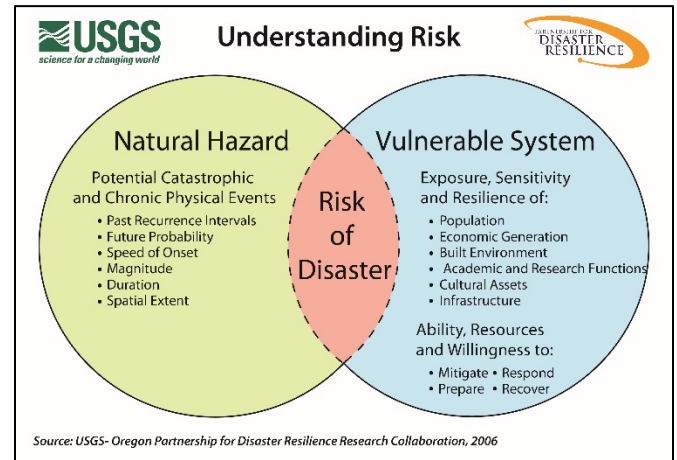
Winter Storm: Winter storm events included an ice storm in February 2021 and a late spring winter storm in April 2022. February 2024 brought an ice storm that impacted many residents. The 2021 and 2024 events were Presidentially Declared Disasters, DR-4599 and DR-4768, respectively.

Which hazards are of most concern in Linn County?

Risk assessment is a process of collecting information and assigning values to risks for the purpose of informing priorities, developing or comparing courses of action, and informing decision making. In other words, which natural hazards should be focused on when developing a course of action?

Conducting a risk assessment can provide information on the location of hazards, the value of land and property in hazard locations, and an analysis of risk to life, property, and the environment that may result from natural hazard events.

A risk assessment consists of three phases: hazard identification, vulnerability assessment, and risk analysis, as illustrated in the graphic to the right.



To inform the risk assessment, the Department of Geology and Mineral Industries analyzed the exposure and potential losses from two earthquake scenarios, a 100-year flood scenario, and exposure to landslide, channel migration, wildfire, and volcanic lahar.

Steering Committee Vulnerability Assessment

One element of assessing risk included the NHMP Steering Committee's vulnerability assessment. The assessment is based on the Oregon Department of Emergency Management (OEM) Hazard Analysis Methodology which combines factors of History, Probability, Vulnerability, and Maximum Threat to assess risk. The total score provides a sense of hazard priorities, or relative risk. It does not predict the occurrence of a particular hazard, but it does "quantify" the risk of one hazard compared with another. By doing this analysis, planning can first be focused where the risk is greatest.

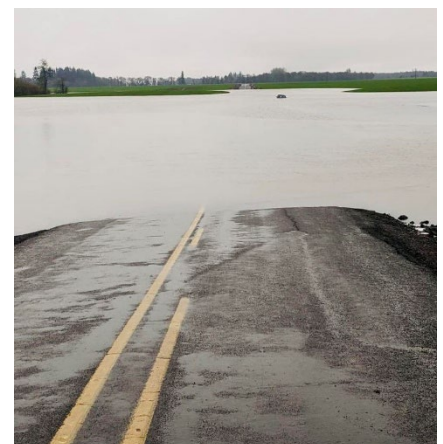
Summary of OEM Hazard Analysis Methodology County Level Risk Scores

HAZARD	Total Score
Winter Storm/Ice Storm	201.2
Extreme Heat	187.3
Smoke/Poor Air Quality	183.5
Flood	171.3
Drought	169.0
Earthquake (Cascadia)	160.7
Wildfire	158.9
Earthquake (Crustal)	155.7
Dam Failure	133.8
Windstorm/Tornado	116.5
Volcano	109.0
Landslide and Avalanche	106.4

The table to the left shows each hazard's potential impact on the county. City and district representatives then worked with the Department of Land Conservation and Development to refine the ranking of each hazard to focus on the probability and vulnerability for their jurisdiction.

During the NHMP update process, the Steering Committee identified two additional natural hazards, Extreme Heat and Dam Failure, to be addressed, with Smoke/Poor Air Quality identified as a hazard to be addressed separately from Wildfire.

Based on research by the Oregon Climate Change Research Institute, the Steering Committee considered how climate change impacts natural hazards affecting Linn County. These impacts are addressed throughout the NHMP and integrated into the consideration of probability.



Understanding the risk of and vulnerabilities to natural hazards helped to inform the development of the NHMP's mitigation strategy.

How does this NHMP help reduce risk?

While it is impossible to predict exactly when natural hazards will occur, or the extent to which they will affect communities, with careful planning and collaboration among public agencies, private and non-profit organizations, and residents, it is possible to create a more resilient community that will benefit from long-term mitigation planning efforts.

The NHMP outlines Linn County's strategy to reduce or avoid long-term vulnerabilities to identified natural hazards. This **mitigation strategy** includes a mission, goals, and actions which the NHMP Steering Committee reviewed and updated during the Plan update process.

The **mission** of the Linn County NHMP is:

To reduce the impact of natural hazards on the community through planning, communication, coordination, and partnership development.

Mitigation plan goals are more specific statements of direction that Linn County residents, businesses, and public and private partners can consider while working to reduce the county's risk from natural hazards. All the goals are important and are listed below in no particular order of priority:

Goal 1: Enhance coordination and communication among Linn County stakeholders to implement the Plan.

Goal 2: Protect life, the built environment, and natural systems through County policies, procedures, and services.

Goal 3: Protect life, the built environment, the economy, and natural resources through community-wide partnerships.

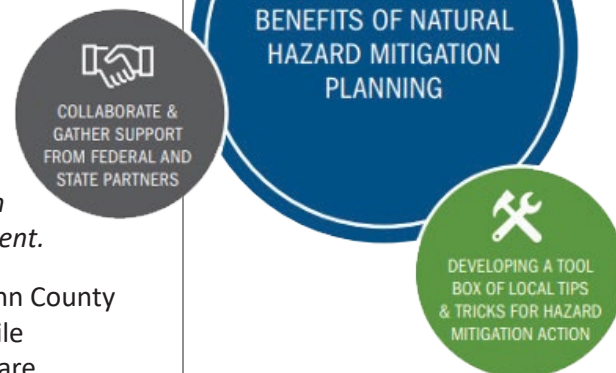
Mitigation action items identified through the planning process are an important part of the mitigation strategy. Action items describe activities or projects that local jurisdictions can implement to reduce risk. Developing these actions was a multi-step, iterative process that involved brainstorming, discussion, review, and revisions by the NHMP Steering Committee.

Some of the actions are ongoing and conducted as a part of existing staff duties typically funded through existing budgets. Other actions are initiated and completed as discrete projects or activities that require grant or loan funding. The NHMP includes tables that organize the action items by completed, removed, and ongoing. Action items include information from each jurisdiction about the status, priority level, coordinating organization or department, an estimated timeline, potential funding sources, and other details.

Plan approval and implementation

In early 2025, the draft NHMP was reviewed by OEM and then reviewed and pre-approved by the Federal Emergency Management Agency (FEMA) pending adoption by each local jurisdiction included in the Plan. Once adopted locally, FEMA issued a final approval. The final FEMA-approved NHMP re-establishes eligibility for FEMA Hazard Mitigation Assistance funding, which includes three main programs: the Building Resilient Infrastructure and Communities program, the Hazard Mitigation Grant Program, and the Flood Mitigation Assistance program.

Accomplishing NHMP mitigation goals and actions depends upon regular Steering Committee participation and support from county, city, and district leadership. Thorough familiarity with the Linn County NHMP will result in the efficient and effective implementation of appropriate mitigation activities and a reduction in the risk and the potential for loss from future natural hazard events.



Who was involved in developing this NHMP?

The Linn County NHMP is the result of a collaborative effort between the county, cities, special districts, residents, public agencies, non-profit organizations, the private sector, and regional organizations. County, city, and district advisory groups guided the development process.

To get community input during the Plan update process, the NHMP Steering Committee conducted outreach, including a survey to collect feedback and risk assessment information, and a public review period of the draft mitigation strategy. Feedback received was considered by the Steering Committee to inform the Plan update.



CITY OF HALSEY ADDENDUM

Purpose

This document serves as the City of Halsey's Addendum to the Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan (MJ-NHMP). The purpose of this addendum is to guide the implementation of mitigation actions by the City of Halsey to improve the resilience of the community. Please note that mitigation planning is a long-term endeavor—one that requires broad internal involvement and community engagement to be successful. Finally, please refer to the information contained in Volume I (Basic Plan) of this NHMP which serves as the plan foundation and Volume III (Appendices) which provides additional supporting information for the plan.

Plan Process, Participation, and Adoption

Prior to 2017, Halsey had not participated in a natural hazard mitigation planning process. This is the City's first update.

During 2023 and 2024 Linn County partnered with the Oregon Department of Land Conservation and Development (DLCD) and the Oregon Department of Emergency Management (ODEM), and Linn County cities, including Halsey, to update their addenda to the Linn County Multi-Jurisdictional Natural Hazard Mitigation Plan, which expired May 23, 2023.

By developing this addendum to the Linn County NHMP, locally adopting it, and having it approved by FEMA, the City of Halsey will gain eligibility for FEMA Hazard Mitigation Assistance (HMA) funding that includes three programs: Building Resilient Infrastructure and Communities (BRIC), formerly the Pre-Disaster Mitigation grant program, Hazard Mitigation Grant Program (HMGP), and the Flood Mitigation Assistance (FMA) program. This project is funded through the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Grant Program (HMGP-5327-05-P-DLCD).

The City of Halsey joined the Linn County MJ-NHMP update by executing an intergovernmental agreement with DLCD on 12/20/2024. On 2/7/24, 3/13/24, and 7/17/24 Halsey City Administrator, Briana Parra, and Mayor Jerry Lachenbruch participated in meetings facilitated by DLCD including to conduct a risk assessment exercise with other county jurisdictions that included a Hazard Vulnerability Assessment ranking. City staff met again with DLCD on 8/1/24 and 12/2/24 to update this addendum.

Halsey staff promoted the NHMP survey and outreach efforts throughout the plan update, by posting a news story with a link to the Linn County Natural Hazard Mitigation Plan webpage on the City of Halsey website.

The Linn County MJ-NHMP was approved by FEMA on [Month] [Day], 2025 and the City of Halsey Addendum was adopted via resolution on [Month] [Day], 2025. This NHMP is effective through [Month] [Day], 2030.

The Linn County NHMP, and Halsey addendum, are the result of a collaborative effort between citizens, public agencies, non-profit organizations, the private sector, and regional organizations. Public officials, including Halsey’s Mayor, City Administrator, and Public Works Manager, guided the process of developing the plan. For more information on all parties involved in the planning process, see the Acknowledgements and Plan Summary sections, and Planning and Public Process (Appendix A).

The Halsey City Administrator is the designated convener of this addendum. The Convener will take the lead in implementing, maintaining, and updating the addendum to the Linn County NHMP in collaboration with Linn County.

The City Administrator and the DLCD Project Manager revised the Halsey Addendum with particular focus on the plan’s hazard history, risk assessment, and mitigation strategy. During the update process city staff and other participants provided additional information on potential funding sources, action item prioritization, and local resource and capacity restraints.

The City of Halsey advisory group was comprised of the following individuals:

- Briana Parra, City Administrator
- Mayor Jerry Lachenbruch
- Andy Ridinger, Public Works Manager

Halsey engaged the public through conversations with local stakeholders throughout the process including the local fire district, school district, and City Council. The advisory group was closely involved throughout the development of the plan and served as the local oversight body for the plan’s development. In addition, community members outside of the advisory group were provided an opportunity for comment via the plan review process (see Appendix A for more information).

The convener for Halsey will also remain active in the county’s implementation and plan maintenance process (see Volume I, Section 4 for more information).

Risk Assessment

A risk assessment is intended to provide the “factual basis for activities proposed in the strategy to reduce losses from identified hazards.” This section of the NHMP addendum in conjunction with the county-wide risk assessment in Volume I can serve as the factual basis for addressing Oregon Statewide Planning Goal 7 – *Areas Subject to Natural Hazards*.

Community Profile

This section provides information on city specific assets and populations. For additional information on the characteristics of Halsey, in terms of geography, environment, population, demographics, employment and economics, housing, and transportation, see Volume III, Appendix B: Community Profile. Many of these community characteristics can affect how natural hazards impact communities and how communities choose to plan for natural hazard mitigation. Considering the city specific assets during the planning process can assist in identifying appropriate measures for natural hazard mitigation.

Community Characteristics

The City of Halsey is located in Linn County, approximately 20 miles southeast of Corvallis and 30 miles north of Eugene. Halsey was founded in 1872 and was legally incorporated in 1876. It occupies an area of 0.56 square miles (358.4 acres). The average annual temperature is 55°F, with summer temperatures reaching the mid-80s and an annual low of 35°F. The average annual rainfall is about 42 inches. Average monthly precipitation varies from about 6 inches in January to about 0.5 inches in July. Average annual snowfall is about 6 inches, although many years have no measurable snowfalls.

Due to its location in the Willamette Valley, Halsey's topography is relatively flat. The Cascade Mountains begin approximately 20 miles to the east. Major rivers include the Willamette to the west and the South Santiam to the east. In general, Halsey is free from riverine flooding, however, flooding does occur from high ground water and ineffective storm drainage. Additionally, flooding on portions of Little Muddy Creek and Spoon Creek have the potential to sever major transportation lines both to the east and west. For example, in 2012 high water closed Highway 228 due east of Halsey for several days.

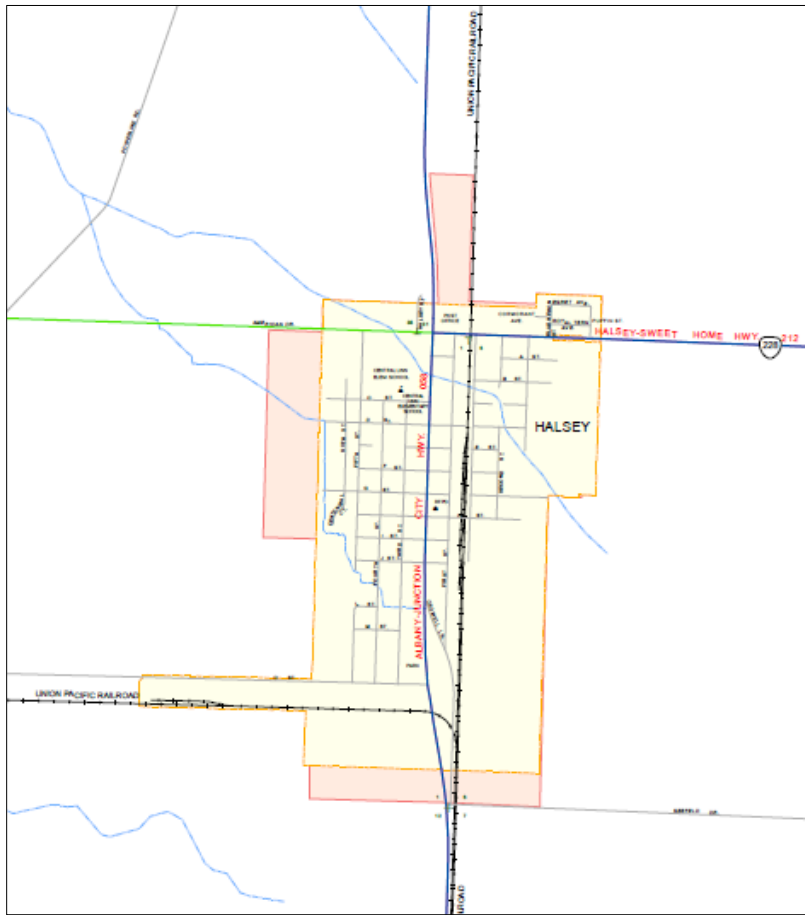
The Population Research Center at Portland State University lists Halsey's 2023 population at 952. This represents a minimal increase from 2015. For more demographic information, refer to Appendix B: Community Profile.

Historically, Halsey was an agricultural and railroad community. Although agriculture is still an important industry in the surrounding areas, more than three-quarters of the labor force in Halsey were employed in services, wholesale trade, and public administration, and retail trade.³ Like many small communities in Oregon, a large portion of Halsey's resident commute outside of the city limits for work, primarily to larger nearby urban centers such as Corvallis/Albany and Eugene/Springfield.

The demographic data reflects a split in economic means. Median household income in Halsey in both 2015 and 2023 was above the median household income for the county. However, the percentage of the population under age 18 was as high in Halsey as in the county at 13.5 %. For more economic information, refer to Appendix B: Community Profile.

³ Business Oregon – Oregon Prospector. Total Employees by Major SIC (2017) for Halsey, OR.
<http://oregon.zoomprospector.com/>

Figure HL-1. City of Halsey Map



Source: Oregon Department of Transportation, 2023,
https://www.oregon.gov/ODOT/Data/Documents/City_Halsey.pdf

Critical and Important Facilities

Critical and important facilities in Halsey include the following:

- Halsey-Shedd Fire District, Station 51, 740 W 2nd St, Halsey, OR 97348
- Public Works Shops,⁴ 1133 W 4th St, Halsey, OR 97348
- City Hall and Community Center, 100 Halsey St, Halsey, OR 97348
- Halsey Public Library, 773 W 1st St, Halsey, OR 97348
- Central Linn Elementary School, 239 W 2nd St, Halsey, OR 97348

Private facilities that provide community lifeline support are analyzed in the DOGAMI Multi-Hazard Risk Report, Appendix E; see section 2.4 and Table C-3. Lifeline Risk by Linn County Community for more information. Lifeline facilities in Halsey evaluated by DOGAMI include a

⁴ Also houses water tanks, water treatment facility, and heavy equipment

church and a business that maintains a supply of fuel, which were not found to be vulnerable.

Transportation

Highway 99E is the major road within Halsey and provides north/south transportation access throughout the city. State Highway 228 provides the major east/west transportation route through the city. Both of these roads lie within the 100-year flood plain directly to the north, south, east, and west of the city center. It is likely that flood events would cause isolation from other population centers in the county such as Albany, as well as the I-5 corridor. The loss of these transportation routes has the potential to block access for emergency services and police support. Smaller county roads may provide transportation redundancies for Halsey residents to the south, however high-water events on Little Muddy Creek and Spoon Creek could flood those roads periodically.

Road	Owner	Notes
OR-99E	ODOT	North/South route within the city
OR-228	ODOT	East/West route within the city
Railroad	Union Pacific	Operated by Union Pacific and Amtrak

Energy

The City maintains a generator for the wastewater lift pumps as well as for the lagoon in case of emergency power shut offs. The City also maintains a generator for the water treatment plant for continued water supply during power outages. Pacific Power and Northwest Natural Gas are the energy providers serving the Halsey

Water/Wastewater/Stormwater

Halsey receives its primary water supply from two main wells which flow to a gravity fed water treatment facility. The facility contains two steel storage reservoirs capable of holding 750,000 gallons. The City is in the process of replacing one well for drought resiliency. The older of the two city wells failed in 2022, and the remaining well is nearing the end of its projected useful life.

Droughts are a generally rare occurrence in Halsey because the aquifer residents rely on for well water and agricultural uses has always had sufficient capacity to serve the population's needs. However, the advisory group acknowledges that in the future, increased climate variability and climate change may affect water availability. This will be an issue the City continues to monitor.

The Halsey Water Management and Conservation Plan (WMCP) contains several actions related to drought impacts, including initiatives to reduce overall residential water use.⁵ The WMCP also includes provisions for water curtailment in cases of drought.⁶

Halsey is updating the Wastewater Master Plan. The wastewater produced by the City is pumped to a series of three lagoons, where it is treated. In 2009, the water treatment

⁵ Oregon Association of Water Utilities. "Water Management and Conservation Plan, City of Halsey." January 2022.

⁶ Ibid.

facility pump lifts were replaced. City staff identified that the lift station in the city is key to getting septage to the treatment facility.

A large portion of the water and sewer pipe network is reaching replacement age as most was established around 1969. The City has received approval to replace sewer pipes and secured funding to address Inflow and Infiltration (I&I) concerns which reduce the effectiveness of the system. Halsey will implement the I&I project in 2025.

The Stormwater Master Plan is new since the last NHMP update.

Emergency Services

The Halsey-Shedd Fire District (HSRFD) provides local emergency services, providing response to fire, health related emergencies, and partnering with the City of Halsey to manage emergency response supplies to the community. Halsey has been selected as a host site for an emergency supply Conex box through the Oregon Chinese Coalition and funded by Oregon Department of Human Services under the Resilience Hub grant. HSRFD will manage supply distribution in emergency events and City of Halsey will provide a secure location for storage.

Community Assets, Vulnerable Populations, and Plans and Policies

Cultural/Historical Resources

The Halsey Public Library and the former Halsey State Bank Building, which now serves as the Post Office, are both significant historical resources identified in the Halsey Register of Historic Resources. The former Halsey Christian Church, the Halsey Methodist Church, and the former Cross and White Hardware Store, along with the Halsey School and several residences are listed in the register.

Functional and Access Needs of Vulnerable Populations

The percentage of people 15-44 years old is the greatest in Halsey compared to the other cities in Linn County at just over 44%, with a median age of 37.2 as compared to the county median age of 40.0. The City of Halsey has among the highest median household incomes in Linn County in 2022.

It is among the cities with greatest number of children under 18 years old per hundred people potentially within the workforce as measured by the child dependency ratio. Halsey is among the cities in Linn County with a proportion of single parent households higher than the county average. US Census data show that poverty for children in Halsey increased to approximately the county average between 2015 and 2022. For more details on the demographics of Halsey, see Appendix B: Community Profile.

Plans and Policies

The Halsey Comprehensive Plan⁷ was first acknowledged by the Oregon Land Conservation and Development Commission in 1980. The city last amended the plan in 1990. Halsey last updated Section 8 of its comprehensive plan, which concerns Statewide Planning Goal 7,

⁷ [KMBT_C554e-20160204093400 \(revize.com\)](#)

Natural Hazards, in 1980. The City implements the plan through the [City of Halsey Development Code](#), which was last revised in 2019.

Halsey currently has the following plans that relate to natural hazard mitigation, which can be found on the City's [website](#) or by contacting the City Recorder:

- [Halsey Comprehensive Plan](#) (1980, amended January, 1990)
- [Community Development Code](#) (May, 2019)
 - [Chapter 3.7 Floodplain Standards](#)
- Water Management and Conservation Plan (January 2022)
- Stormwater Master Plan (November 2022)
- Wastewater Master Plan (projected completion 2025)

In addition to integration through existing plans and policies to achieve mitigation, further described in Section 4: Plan Implementation and Maintenance, continued coordination during the Plan Maintenance period between the county and jurisdictions will help to expand and improve the mitigation capabilities of all. Close coordination will provide opportunities for evaluating potential funding opportunities to accomplish collaborative mitigation actions as well as specific mitigation actions outlined in the city's mitigation strategy. The county has the ability to support the small cities within the county to connect to funding sources and to implement mitigation work collaboratively. Additionally, the city has identified mitigations actions that will help to increase Halsey's overall mitigation capability.

Hazard Profile

The DOGAMI Multi-hazard Risk Assessment analyzed the exposure and potential losses from two earthquake scenarios, a 100-year flood scenario, exposure to landslide, channel migration, wildfire, and volcanic lahar, shown in the follow tables. The methods used for this analysis are available in the report provided as Appendix E to this plan.

Table HL-1. City of Halsey Hazard Profile

Community Overview							
Community Name		Population	Number of Buildings		Critical Facilities ¹	Total Building Value (\$)	
Halsey		955	602		5	182,922,000	
Hazus-MH Analysis Summary							
Hazard	Scenario	Potentially Displaced Residents	% Potentially Displaced Residents	Damaged Buildings	Damaged Critical Facilities	Loss Estimate (\$)	Loss Ratio
Flood ²	1% Annual Chance	0	0%	0	0	0	0%
Earthquake	CSZ Mw-9.0 Deterministic	26	2.7%	79	1	19,448,832	11%
Earthquake	Turner and Mill Creek Fault Mw-6.6 Deterministic	0	0%	2	0	1,553,929	0.8%
Exposure Analysis Summary							
Hazard	Scenario	Potentially Displaced Residents	% Potentially Displaced Residents	Exposed Buildings	Exposed Critical Facilities	Building Value (\$)	Exposure Ratio
Landslide	High and Very High Susceptibility	0	0%	0	0	0	0%
Wildfire	High and Moderate Risk	21	2.2%	15	0	2,534,000	1.4%

¹Facilities with multiple buildings were consolidated into one building complex.

²No damage is estimated for exposed structures with "First floor height" above the level of flooding (base flood elevation).

Source: DOGAMI Multi-Hazard Risk Report, 2024

Table HL-2. City of Halsey Critical Facilities

	Flood 1% Annual Chance	CSZ 9.0 Earthquake Moderate to Complete Damage	Turner and Mill Creek 6.6 Moderate to Complete Damage	Landslide High and Very High Susceptibility	Wildfire High or Moderate Risk
Critical Facilities by Community	Exposed	>50% Prob.	>50% Prob.	Exposed	Exposed
Central Linn Elementary School*	-	-	-	-	-
Halsey City Hall and Community Center	-	X	-	-	-
Halsey Public Library	-	-	-	-	-
Halsey Public Works**	-	-	-	-	-
Halsey-Shedd RFPD - Station 51*	-	-	-	-	-

*Seismic upgrades have occurred for some or all of the buildings associated with this critical facility.

**Also houses water tanks, water treatment facility, and heavy equipment

Source: DOGAMI Multi-Hazard Risk Report, 2024

Hazard Analysis

The methodology for assessing risk was the same for all jurisdictions and a detailed description of the Hazard Analysis Methodology can be found in Volume I. A brief description is provided below. To complete the risk assessment, the Halsey representatives

first updated the description, type, location, and extent of each hazard. Next, they updated the Hazard Analysis Methodology based on each hazard’s potential impact on the county as a whole. The results of that exercise are provided in Table HL-3.

In this analysis, severity ratings, and weight factors, are applied to the four categories of history, vulnerability, maximum threat (worst-case scenario), and probability as shown in the table below. See Volume I, Section 2, Risk Assessment for more information.

The methodology produces scores ranging from 24 (lowest possible) to 240 (highest possible). Vulnerability and probability are the two key components of the methodology. Vulnerability examines both typical and maximum credible events, and probability endeavors to reflect how physical changes in the jurisdiction and scientific research modify the historical record for each hazard. Vulnerability accounts for approximately 60% of the total score, and probability approximately 40%.

This method can provide a sense of hazard priorities, or relative risk. It does not predict the occurrence of a particular hazard, but it does “quantify” the risk of one hazard compared with another. By doing this analysis, planning can first be focused where the risk is greatest.

The City of Halsey representatives refined the risk assessment with guidance provided by the DLCD planner using the County’s Hazard Analysis Methodology scores as a reference. Table HL-4, below, represents the variation in total risk to the natural hazards as experienced in Halsey compared to the county level ranking completed by the Steering Committee.

Winter Storm, which was revised in 2024 to include Ice Storms, retains the top-ranking hazard for the county and the city. The impact of the January 2024 ice storm (DR-4768) on trees in Halsey has had an impact on the city in terms of tree maintenance and removal. Extreme Heat, Smoke and Poor Air Quality, both newly identified hazards in this update, along with Windstorms rank most highly for the City of Halsey staff. The impact of windstorms on tree mortality was an impact identified by city staff.

Wildfire is a greater threat to the City than it was ranked by the county, specifically a greater risk to the city than Earthquake. Drought has become a greater concern for the City of Halsey than in the past. The county’s ranking of Drought increased since the last NHMP risk assessment exercise was conducted in 2016.

The city does not consider Volcano, Landslide, or Dam Failure to be hazards that require mitigation action by the city and will not identify mitigation actions for those hazards.

Table HL-3. OEM Hazard Analysis Methodology County Level Risk Scores

Linn County													
2024 Natural Hazard Vulnerability Assessment Rankings													
Based on the OEM-FEMA Hazard Analysis methodology combining factors of History, Probability, Vulnerability and Maximum Threat to help assess risk.													
HAZARD	HISTORY			PROBABILITY			VULNERABILITY			MAX THREAT			TOTAL SCORE
	WF = 2			WF = 7			WF = 5			WF = 10			
	weight	severity score	subtotal	weight	severity score	subtotal	weight	severity score	subtotal	weight	severity score	subtotal	
Winter Storm/Ice Storm	2 x	8.1	16.2	7 x	9.0	63.0	5 x	9.0	45.0	10 x	7.7	77.0	201
Extreme Heat	2 x	7.5	15.0	7 x	8.4	58.8	5 x	8.1	40.5	10 x	7.3	73.0	187
Smoke/Poor Air Quality	2 x	8.1	16.2	7 x	8.4	58.8	5 x	8.1	40.5	10 x	6.8	68.0	184
Flood	2 x	7.3	14.6	7 x	8.1	56.7	5 x	6.4	32.0	10 x	6.8	68.0	171
Drought	2 x	7.0	14.0	7 x	7.5	52.5	5 x	5.9	29.5	10 x	7.3	73.0	169
Earthquake (Cascadia)	2 x	2.0	4.0	7 x	4.6	32.2	5 x	7.7	38.5	10 x	8.6	86.0	161
Wildfire	2 x	7.5	15.0	7 x	8.7	60.9	5 x	6.4	32.0	10 x	5.1	51.0	159
Earthquake (Crustal)	2 x	4.3	8.6	7 x	5.8	40.6	5 x	7.7	38.5	10 x	6.8	68.0	156
Dam Failure	2 x	2.3	4.6	7 x	2.6	18.2	5 x	6.8	34.0	10 x	7.7	77.0	134
Windstorm/Tornado	2 x	4.9	9.8	7 x	5.6	39.2	5 x	5.1	25.5	10 x	4.2	42.0	117
Volcano	2 x	2.0	4.0	7 x	2.0	14.0	5 x	6.4	32.0	10 x	5.9	59.0	109
Landslide and Avalanche	2 x	4.8	9.6	7 x	6.4	44.8	5 x	3.8	19.0	10 x	3.3	33.0	106
Completed by the Linn County NHMP update Steering Committee during 2024.													

Table HL-4. Relative Risk of Natural Hazards in Halsey

HAZARD	County	Halsey
Winter Storm/Ice Storm	201.2	same
Extreme Heat	187.3	same
Smoke/Poor Air Quality	183.5	same
Flood	171.3	↓
Drought	169.0	↑
Earthquake (Cascadia)	160.7	↑
Wildfire	158.9	same
Earthquake (Crustal)	155.7	same
Dam Failure	133.8	n/a
Windstorm/Tornado	116.5	↑
Volcano	109.0	n/a
Landslide and Avalanche	106.4	n/a

Hazard Characteristics

Hazard History, Characteristics and Extent for Linn County apply also to Halsey. Volume I, Section 2, Risk Assessment, adequately describes the characteristics of natural hazards, as well as the location and extent of potential events. In addition to the City of Halsey Hazard Profile and Critical Facilities tables (HL-1 and HL-2) included above, this section identifies vulnerabilities specific to Gates, recent localized hazard events and impacts, and illustrates the basis for the city's HVA scores.

Drought

Events: Portions of Linn County experienced Extreme Drought in 2018, and 2021-2023.

Vulnerability and Impacts: Droughts are generally a rare occurrence in Halsey because the aquifer residents rely on for well water and agricultural uses has always had sufficient capacity to serve the population's needs. The two main wells which the City receives its primary water supply from flow to a gravity fed water treatment facility. The City is in the

process of replacing one well for drought resiliency, and the other well is nearing the end of its projected useful life. The City is aware that increased climate variability and climate change may affect water availability and will continue to track this issue.

Earthquake

Events: None.

Vulnerability and Impacts: City staff noted the old grain elevator, located at 610 W. 1st Street, which posed a risk to buildings and people should it collapse. The grain silo was demolished in October 2024.

DOGAMI's analysis identified Halsey City Hall and Community Center as being vulnerable to a CSZ 9.0 earthquake. In addition to building damages, utility (electric power, water, wastewater, natural gas) and transportation systems (bridges, pipelines) are also likely to experience significant damage. The City's reservoirs are potentially vulnerable to earthquake. However, due to a lack of mechanical infrastructure, the city's wastewater treatment facilities may suffer reduced damage.

Utility systems will be significantly damaged, including damaged buildings and damage to utility infrastructure, including equipment at high voltage substations (especially 230 kV or higher which are more vulnerable than lower voltage substations). Buried pipe systems will suffer extensive damage with approximately one break per mile in soft soil areas. There would be much lower rate of pipe breaks in other areas. Restoration of utility services will require substantial mutual aid from utilities outside of the affected area.⁸

Extreme Heat

Events: Excessive heat and high heat events in 2017, 2021, and 2022.

Vulnerability and Impacts: Older housing stock may represent issues of older insulation or none and low likelihood of air conditioning available in the home.

The City is working on establishing more tree canopy within the city. The City uses social media to provide information to the public about how to protect themselves and promotes use of the city community center to the public during extreme heat events.

Flood

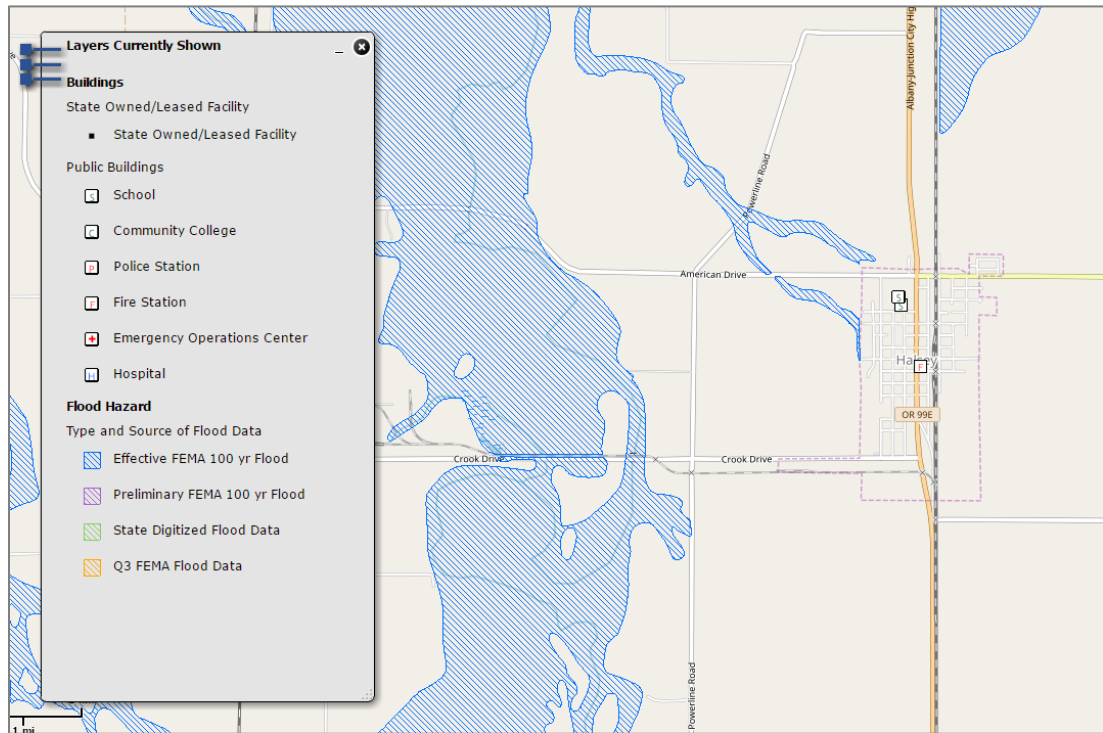
Events: None.

Vulnerability and Impacts: Halsey does not have any special flood hazard areas, as shown in the following figure. However, other portions of Halsey, outside of mapped floodplains, may also be subject to significant, repetitive flooding from local stormwater drainage. Outside of the city limits, flooding occurs in areas along smaller tributary creeks such as Little Muddy Creek to the west and Spoon Creek to the east, along with unnamed minor tributaries and

⁸ Regional All Hazard Mitigation Master Plan for Benton, Lane, and Linn Counties: Phase II (2001)

drainage ditches which flow northwesterly through the edge of Halsey, eventually emptying into Muddy Creek several miles north of the city.

Figure HL-2. Special Flood Hazard Area in Halsey



Source: [Oregon HazVu: Statewide Geohazards Viewer \(DOGAMI\)](#)

Smoke/Poor Air Quality

Events: 2020 fires caused smoke in the valley; smoke from the other side of the Coburg hills can move into Halsey.

Vulnerability and Impacts: Older housing stock may present issues of older insulation or none and low likelihood of air filters available in the home.

Wildfire

Events: The September 2020 wildfires were the largest wildfire event in the county. Halsey was indirectly affected by evacuees and by smoke.

Vulnerability and Impacts: Halsey is an occluded area with respect to wildfire because it is somewhat removed from wildland fuels, but still within close proximity to areas with greater probability for burning. The City currently lacks redundancy in the water distribution system due to the failure of one of two wells in 2022. Should the remaining well fail, access to water would be halted. The City of Halsey provides one of the primary water sources for the HSRFD. Loss of the municipal water source would hinder their ability to respond to fires due to unreliable access to a water source.

Winter Storm/Ice Storm

Events: Several winter storms and notable ice storm in February 2021 (DR-4599) and January 2024 (DR-4768).

Vulnerability and Impacts: Halsey has limited infrastructure to plow or de-ice, so the practice is to wait until it melts. The frequency of such events does not justify the cost of equipment. Older homes may be vulnerable, however older homes may also have alternative heat sources such as wood stoves.

Windstorm/Tornado

Events: Several events occurred during the planning period.

Vulnerability and Impacts: Vegetation damage can occur, and some folks may need help clearing tree branches. There are also possible impacts to the transportation network.

Mitigation Strategy

During the 2023-2024 Linn County and Halsey update process, the DLCD planner and the City of Halsey representatives assessed the mitigation strategy actions within the 2017 Jurisdiction Addendum. Together they revised and updated that list of actions to reflect the revised risk assessment for Halsey

Table HL-5. Completed Actions - Halsey

2017 Action Item	Hazard	Action Title	Coordinating Agencies	2017 Timeline	2024 Status	Notes
Pool #9	Drought	Update the Water Management Conservation Plan (WMCP)."	Planning, Public Works	Short-Term	Complete	Update approved by City Council January 2022
Pool #7	Earthquake	Update seismic risk mapping and soil liquefaction mapping around community to direct development away from hazardous areas."	Planning, Public Works, Administration, Fire, Police	Ongoing	Complete	The 2024 DOGAMI report provides mapping of most up to date data on soil liquefaction. Directing development away from these areas is less effective than enforcing current building codes that reduce risk from earthquakes.
Priority #8	Flood	Update applicable City codes to improve risk reduction and prevention of flood impacts.	Planning, Public Works, Administration	Ongoing	Complete	City code about debris and maintenance planning of storm drains. Updated Stormwater Master Plan (draft late 2024) could be a source for future actions.
Pool #10	Flood	Adopt the Oregon Model Companion Flood Damage Prevention Ordinance	Planning, Public Works, Administration	Short-Term	Complete	City updated code to OR model code.
Pool #5	Multi-Hazard	Run DOGAMI HAZUS with local refined data.	Planning, Fire, Police, Public Works, Emergency Management	Short-Term	Complete	The 2024 DOGAMI report includes local refined data.

Table HL-6. Actions Removed from the Halsey Addendum

2017 Action Item	Hazard	Action Title	Coordinating Agencies	2017 Timeline	2024 Status	Notes
Priority #7	Flood	Complete an inventory of locations in city of Halsey subject to frequent storm water flooding outside of designated floodplains.	Planning, Public Works	Long-Term	Remove	Does not apply to Halsey, because the city does not have a mapped SFHA.
Priority #11	Wildfire	Support school education projects related to wildfire.	Fire, Police, Emergency Management, School District	Ongoing	Remove as a stand-alone action	Combined with MH 2 awareness campaign with focus on wildfire.

Table HL-7. Ongoing, Short- and Long-Term Projects – Halsey

*Short term 1-3 years, Medium term 3-5 years, Long term > 5 years
 **Code: ES = Emergency Services; P = Prevention; PE = Public Education; PL = Planning

Hazard Action Item	Action Title	Coordinating Agencies	2024 Timeline*	2024 Status	Action Type**	Potential Funding Sources	Notes
Multi-Hazard 1	Provide Emergency Operations Plan awareness training to City staff to ensure understanding of emergency procedures	Administration, Emergency Management, Fire, Police	Ongoing	Revise and retain	PE	City	Revised to focus on EOP. Train staff on implementing emergency operation plans; retrain annually.
Multi-Hazard 2	Develop and promote an educational awareness program about preparedness for natural hazards especially wildfire aimed at the elderly, vulnerable people, and school-aged children.	Fire, Police, Emergency Management, School District	Ongoing	Revise and retain	PE	City, Fire District	Combined with 2017 Priority #11. FD is doing this on an ongoing basis; they used a model of a house with defensible space to show the effect of defensible space on fire movement.

Hazard Action Item	Action Title	Coordinating Agencies	2024 Timeline*	2024 Status	Action Type**	Potential Funding Sources	Notes
Multi-Hazard 3	Develop an information packet or one-pager for residents to help them prepare to shelter in place and manage without power, utilities, or transportation during a disaster event.	Emergency Management, Fire, Police	Short term	Revise and retain	PE	City; Fire District	Revised to include a specific action of developing information for public awareness and education
Multi-Hazard 4	Communicate with residents and promote readiness. Build cooperative relationships with private businesses for assistance during disaster.	Emergency Management, Fire, Police	Ongoing	Revise and Retain		City, Private	Revised 2017 Pool #6 to include two discrete actions.
Multi-Hazard 5	Create and maintain inventories of at-risk buildings and infrastructure and prioritize mitigation projects	Public Works	Medium term; 3-5 yrs	Retain	P	City	Inventory is a useful thing, will consider how to treat it
Multi-Hazard 6	Coordinate with Fire District to identify and evaluate city-owned emergency transportation routes and determine which roads are critical to the transportation network.	Public Works, Emergency Management, ODOT, Fire	Medium term; 3-5 yrs	Retain and revise	P	City, Fire	In coordination with the Halsey-Shed RFPD to sync up with their evacuation planning efforts.
Multi-Hazard 7	Update Halsey Comprehensive Plan to reflect updated information regarding natural hazards.	Planning, Administration	Long Term	Retain	PL	DLDC, City	Comp Plan not updated since 1990.

Hazard Action Item	Action Title	Coordinating Agencies	2024 Timeline*	2024 Status	Action Type**	Potential Funding Sources	Notes
Multi-Hazard 8	Create or update a Continuity of Operations Plan (COOP).	Planning, Emergency Management, Fire, Police	Short term; 1-3 yrs	Retain	PL	City	
Multi-Hazard 9	Update emergency operations plan.	Emergency Management, Fire, Police, Planning	Short-term	Retain	PL	City	Estimated completion 2025
Multi-Hazard 10	Install fuel supplies to support generators for wastewater and fresh water source at city hall.	Administration, Public Works	Medium term; 3-5 yrs	New	P	City, FEMA	
Multi Hazard 11	Install a reader board sign at city hall for emergency response and prevention messaging.	City, Fire District, Linn County Sheriff	Medium Term	New		FEMA, OEM,	
Multi Hazard 12	House emergency response supplies including generators, water, food, and Starlink to be deployed in hazard events.	Fire District, City of Halsey	Short term	New		Oregon Chinese Coalition, OEM	
Drought 1	Continue to support measures to reduce water use during drought emergencies by developing a one-pager for residents.	Public Works, Administration, Planning	Short Term	Revise and retain	PE	City	Revised to include specific action to develop outreach materials/one-pager.
Earthquake 1	Provide examples and educational material to support implementation of	Planning, Fire, Public Works	Short-term	Retain	PE	City	

Hazard Action Item	Action Title	Coordinating Agencies	2024 Timeline*	2024 Status	Action Type**	Potential Funding Sources	Notes
	non-structural mitigation programs in local businesses						
Extreme Heat 1, Smoke / Poor Air Quality 1	Evaluate whether city hall is able to serve as a refuge for residents, including during extreme heat and/or smoke/poor air quality events.	Administration, Public Works	Medium term; 3-5 yrs	New	P	City	
Flood 1	Identify, prioritize, and develop strategies for properties that experience stormwater flooding impacts.	Planning, Administration	Medium Term	Revise and retain		City, BIZ Oregon Planning grant	Revise to be focused on storm water impacts. Implemented a storm-drain maintenance plan to clean out lines.
Wildfire 1	Form a partnership with the Halsey-Shedd Rural Fire District for home site assessments and to support creation of defensible space. Work to provide information about wildfire mitigation to the industrial businesses both on the edges and in the center of Halsey.	Administration, Fire, Police, Emergency Management	Ongoing	Revise and retain	P/PE	OSFM, Fire	Revised to focus on defensible space as a more relevant mitigation strategy. Information and awareness important for the industrial businesses both on the edges and in the center.
Windstorm 1, Winter Storm 1	Provide assistance as needed for debris removal following wind and winter storms.	Fire, Public Works, Emergency Management	Ongoing	Revise and retain	ES	City, FEMA	Developed a pre-strategy for coordinated debris removal. Revised to ongoing. PW helps with tree removal following storms; homeowner responsibility balanced with the need to removal of debris in the ROW.

Hazard Action Item	Action Title	Coordinating Agencies	2024 Timeline*	2024 Status	Action Type**	Potential Funding Sources	Notes
Windstorm 2 / Winter Storm 2	Develop and implement programs to keep City-owned trees from threatening lives, property, and public infrastructure during wind and winter storms.	Fire, Planning, Parks and Recreation, Administration, Public Works	Short term; 1-3 yrs	Revise and retain	P	City, Grants, FEMA	Revised to relate to the city's tree maintenance program, may develop an urban forestry plan. Purchase a high lift.

Plan Implementation and Maintenance

The City Council will be responsible for adopting the Linn County MJ-NHMP including the City of Halsey Addendum to the Linn County Plan. The Halsey City Administrator is responsible for coordinating implementation and maintenance of the Halsey Addendum to the Linn County MJ-NHMP and will participate in implementation and maintenance meetings. The Halsey representative will report on city specific activities as appropriate and will keep the City Council informed of the implementation and maintenance work conducted on the Linn County MJ-NHMP over the course of the plan's five-year life. See Volume I, Section 4 for additional information.

Keeping the public informed of Halsey's efforts to reduce the risk from future natural hazards events is important for successful plan implementation and maintenance. The City is committed to involving the public in the plan implementation and maintenance process. See Volume I, Section 4 for more information.

The Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan and city addenda will be updated every five years in accordance with the update schedule outlined in the Disaster Mitigation Act of 2000. During the county plan update process, Halsey will also review and update its addendum. The Halsey City Administrator will be responsible for consulting elected officials and the public to address the questions outlined below.

- Are there new partners that should be brought to the table?
- Are there new local, regional, state, or federal policies influencing natural hazards that should be addressed?
- Has the community successfully implemented any mitigation activities since the plan was last updated?
- Have new issues or problems related to hazards been identified in the community?
- Are the actions still appropriate given current resources?
- Have there been any changes in development patterns that could influence the effects of hazards?
- Have there been any significant changes in the community's demographics that could influence the effects of hazards?
- Are there new studies or data available that would enhance the risk assessment?
- Has the community been affected by any disasters? Did the plan accurately address the impacts of this event?

These questions will help Halsey's Convener determine what components of the mitigation plan need updating.

J. ORDINANCES & RESOLUTIONS

2. RESOLUTION 2025-753 – A Resolution of the City of Halsey Adopting the Wastewater Facilities Master Plan

Council Action: **MOTION**

November 18, 2025

Issue Statement: This is a Resolution to adopt the City of Halsey Wastewater Facilities Master Plan.

- The City of Halsey and engineering consultants Civil West worked to develop an updated Wastewater Master Plan from 2023-2025. The plan was completed in Spring of 2025 and submitted to DEQ for approval. DEQ Approved the Master Plan September 2025
- The City had not updated the Wastewater Facility Master Plan since 1988. An updated Plan is needed to plan for growth, future development, and proper maintenance of our infrastructure assets.
- Council must adopt the plan so it may become our official guidance document for the Wastewater Facility system moving forward
- Included in the packet is a summary of the full plan. The full plan can be viewed online on the city of Halsey website at https://cms2.revize.com/revize/halseyor/Halsey%20WWFP_FINAL%20Approved.pdf or by utilizing the QR code below



Wastewater Facility Master Plan

- **Possible Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2025-753 – A Resolution of the City of Halsey Adopting the Wastewater Facilities Master Plan
- **Council Options**
 1. Approve as recommended
 2. Approve with amendments
 3. Provide additional direction to staff
 4. Deny request



RESOLUTION 2025-753

A RESOLUTION ADOPTING THE WASTEWATER FACILITY MASTER PLAN

WHEREAS, the last complete update to the City of Halsey's Wastewater Facility Master Plan was in 1988; and

WHEREAS, an updated Wastewater Collection System Master Plan is needed to provide for growth and planning for future development; and

WHEREAS, Engineering consultant, Civil West, has prepared an updated Wastewater Facilities Master Plan, summary attached as Exhibit A, and has presented said plan to City Council at the April 10, 2025 work session; and

WHEREAS, consultant has prepared the City of Halsey Wastewater Facilities Master Plan after extensive review and analysis of existing plans, policies, studies and other information, and has afforded all interested parties' opportunity to review the plan.

WHEREAS, the Department of Environmental Quality has reviewed and approved the City of Halsey Wastewater Facility Master Plan on September 26, 2025, attached as Exhibit B

NOW THEREFORE, THE CITY OF HALSEY RESOLVES:

that the City of Halsey Wastewater Facility Master Plan, summary attached as Exhibit A, is adopted and shall be used as a guide for the development and implementation of a complete, maintained, wastewater collection system

ADOPTED by the City Council this 18th day of November 2025.

ATTEST:

Briana Parra, City Administrator

Jerry Lachenbruch, Mayor

Exhibit A - **WWFMP Summary**



WASTEWATER FACILITIES PLAN

CITY OF HALSEY

LINN COUNTY, OREGON

AUGUST 2025



WASTEWATER FACILITIES PLAN
FOR THE
CITY OF HALSEY, OREGON

AUGUST 2025

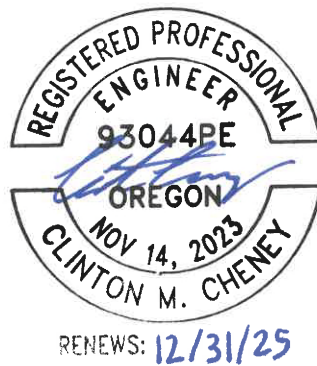


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EXECUTIVE SUMMARY

The City of Halsey owns and operates a wastewater utility to provide sewage collection and treatment services for the city's population. The purpose of this wastewater facilities plan is to help the city plan for operational changes and upgrades to the wastewater utility for the next twenty-year period. The utility is competently operated with limited staff and provides the necessary collection and treatment services while charging sewer rates well below the Oregon state and national averages.

Most of the city's wastewater infrastructure is original to its first construction in 1968. The gravity collection system has had documented issues with inflow and infiltration for three decades. These issues have gotten progressively worse over time. The city's last major capital investment for the wastewater system was the construction of a third lagoon pond in 1990.

As Halsey grows, increases in the service population will result in larger wastewater flows and pollutant loads that the existing infrastructure may not have capacity to handle. Furthermore, regulations regarding treated effluent quality tend to become more stringent over time. The city's wastewater facility plan was last updated in 1988, warranting a new plan to account for updated planning criteria.

Planning Area

The City is located within the Willamette Valley in Linn County, Oregon, approximately 13 miles south of Tangent and 15 miles north of Harrisburg. Land use within the City is mostly residential, with some agricultural industry and light commercial areas along the Highway 99 corridor. Muddy Creek runs north to south approximately 2 miles west of the City. The City's wastewater treatment plant discharges treated effluent during the wet season (November – April) to this stream.

Wastewater collection and treatment services are provided primarily to residents within the City's urban growth boundary. The Central Linn School District, about one mile east of town, is connected to the collection system via a private pump station and force main. The City contains approximately 450 acres, of which roughly 275 acres are developed. The wastewater treatment plant is located approximately 1 mile west of the City.

Halsey is surrounded by agricultural land, which is predominately turfgrass and forage seed producers. The topography of the area is very flat, and the soils in the area are primarily silt loams with poor drainage characteristics. Issues associated with poor drainage include standing water in the City that enters sewer manhole lids, and groundwater entering cracked pipes and manholes instead of percolating into the soil.

Halsey's 2023 certified population estimate was 952 people according to the Portland State University Population Research Center. The same source projects that the population in 2045 will reach 1,297 people. This corresponds to an expected population increase of 345 people during the planning period. There are an estimated 367 Equivalent Dwelling Units served by the City's wastewater system. Corresponding to the expected population growth, it is expected this will increase to 495 in 2045.

Information regarding Halsey's socio-economic statistics was gathered from a 2022 narrative profile on Halsey, Oregon, from the United States Census Bureau. The employment rate in the

City was reported at 67.2%. The median household income was reported at \$96,250, about 26% higher than the State's median. Approximately 8.3% of people were below the poverty level.

Existing Facilities

Collection System

The sanitary sewage collection system is gravity drained and primarily consists of pipe original to the system's initial construction in 1969. All of the pipes drain to a main collector that terminates on D Street. At the end of the collector pipe is a centralized lift station located at the intersection of 6th Street and D Street. This lift station conveys wastewater via force main to the wastewater treatment plant one mile west of the City.

The gravity pipe network consists of over 29,000 feet of pipe and is predominantly 6", 8", and 10" diameter asbestos cement pipe. Newer additions to the collection system have been constructed of 8" PVC. The City's pipes are generally deep because of the area's flat topography; manholes typically range between 12 to 21 feet in depth. The lowest point in the system is the lift station's wet well at 28 feet below grade.

The lift station is a wet well-dry well configuration. The wet well stores sewage and contains the pump suction lines and floats for pump controls, and the dry well houses the pumps. Both the wet well and dry well structures are original from the original 1969 sewer construction. The design storage capacity of the wet well is 2,010 gallons. Two pumps are located at the base of the dry well, with controls located above ground. The pumps were most recently replaced in 2010. Each pump has a capacity of 620 GPM. The force main that conveys pumped wastewater to the treatment facility consists of 4050 feet of 8" AC pipe and 400 feet of Class 160 PVC.

Treatment System

The wastewater treatment plant treats sewage via three facultative lagoons. During the dry season (May 1 – October 31), the City is not permitted to discharge treated effluent, so water is stored in the lagoons. During the wet season (November 1 – April 30), effluent from the lagoons is disinfected with chlorine and discharged into Muddy Creek.

The lagoon system consists of a 9-acre primary lagoon and two secondary 2.2-acre lagoons. The primary lagoon was constructed in 1990 and the secondary lagoons are original to the original 1969 construction. The lagoons are lined with an 18" thick liner of native clay and 6" thick layer of mixed bentonite/clay. The primary lagoon has a capacity of 53.5 acre-feet, between the operating levels of 2 feet and 8 feet. The two secondary lagoons each provide 8.4 acre-feet of capacity between the operating levels of 2 feet and 6 feet. The first two feet of storage at the bottom of each lagoon is designed for storing accumulated sludge.

Effluent from the secondary lagoons is transferred to the chlorination contact facility for final disinfection and discharge into Muddy Creek. The disinfection system infuses chlorine gas into the lagoon effluent at the upper end of a serpentine contact chamber. The disinfected effluent is released via gravity into Muddy Creek through an 845 feet long outfall pipe that is 10" in diameter.

Condition of Existing Facilities

Flows due to infiltration of groundwater into deteriorating pipes and manholes have been a concern for the City since the last facility plan was adopted in 1988. These non-wastewater flows enter the collection system and can result in surcharging pipes and inundating the lift station. A comprehensive analysis of inflow and infiltration sources in the City's collection

system was performed via flow measurements and CCTV surveillance (Appendix D). The analysis identified 30 active sources of groundwater infiltration which should be addressed as soon as possible by patching or lining the associated pipes.

It is unlikely that all of the City's inflow and infiltration issues will be addressed by fixing these identified pipe deficiencies. Smaller cracks and voids in pipes will become larger over time and new issues will develop as the pipes get older. The recommendation from the previous facility plan is still valid – the City should implement a regular inspection program to identify deficiencies and perform repairs as needed.

During field work conducted in 2022 during the inflow and infiltration evaluation, it was observed that the pipes upstream of the lift station were surcharged and the lift station pumps were operating continuously without cycling. This is indicative of an undersized pump system. Based on a review of the City's previous design documents, the pumping system was originally designed based on a peak day flowrate. The Oregon Department of Environmental Quality's Wastewater Pump Station Design Standards require that "the firm capacity of a pump station must be at least equal to the peak hourly flow rate associated with the five-year, 24-hour storm in its tributary area." Peak hourly flow rates can be over twice as large as peak day flowrates, which explains the observed capacity issues with the lift station. The collection system and wet well were not designed to store water volumes over the lift station's capacity during peak events.

The City regularly treats the banks of the lagoons with herbicide to prevent root intrusion from damaging the linings. Duckweed and algae have been observed on the lagoon surfaces, but this is not a compliance concern for the facility since the lagoons are not discharging during the warm months when aquatic vegetation is an issue. The valves that control flow between lagoons and the disinfection structure have rusted – two of the valve mechanisms that allow for isolation of the secondary ponds are completely inoperable. These should be rehabilitated so that the lagoons can be operated as designed.

Chlorine gas systems are associated with safety concerns due to the hazardous nature of the chemical. Halsey should consider some relatively simple improvements to reduce occupational risks associated with the system. Chlorine gas tanks should be stored elevated above the ground to reduce the risk of water-related corrosion and structural failure. While there is a chlorine-gas detection and alarm system, actuators that automatically close the gas tanks in case of a leak have become common for these types of systems and would be easily integrated.

Planning Criteria

Regulatory Framework

The City operates its wastewater system under the jurisdiction of the Oregon Department of Environmental Quality, with a National Pollutant Discharge Elimination System Waste Discharge Permit (Permit No. 101297, Appendix A) which was issued November 20, 2002. Halsey is expected to have a new permit issued in 2024 according to DEQ's Statewide Permit Issuance Plan.

Muddy Creek is considered impaired for dissolved oxygen. This impairment is typically addressed by the implementation of Biological Oxygen Demand (BOD₅) mass load and concentration limits. Given that the receiving water body is impaired, the City's allocated mass loads for BOD₅ are unlikely to be increased. It is assumed that the City's current mass load allocation will remain for the duration of the planning period.

The City will eventually need to dispose of accumulated sludge (biosolids) in the lagoons. When the sludge is removed, the City will need to comply with all applicable biosolids management regulations. The final biosolids product must meet all of the requirements of federal Rule 40 CFR part 503. Due to the availability of agricultural land nearby the City, land application of biosolids will likely be the most cost-effective option for the City as opposed to hauling thousands of tons of sludge to a landfill. This will require the City to create, file, and gain approval for a biosolids management plan, specifying the area to be land applied, volume applied, and documentation of all required laboratory testing.

Wastewater Flows and Pollutant Loads

The City's wastewater flowrates were evaluated following the DEQ guidance document *"Guidelines for Making Wet-Weather and Peak Flow Projections for Sewage Treatment in Western Oregon"* using data recorded in the facility's recent five years of discharge monitoring reports and local precipitation data. To project for future flows due to domestic usage, base sewerage was scaled directly with expected population growth. Because this plan recommends that reduction of Inflow and Infiltration (I/I) as the top priority for this planning period, the City should target an I/I reduction of 50% to reduce the peak hour flowrate.

A similar population-based scaling was performed for an analysis of pollutant loads. Data for influent concentrations and flowrates for BOD₅ and TSS were used to calculate average and max month pollutant loads in units of pounds per day. These loads were divided by the City's current population of 952 to calculate per capita unit loadings. These unit loadings were then multiplied by the expected population in 2045 (1,297) to calculate planning year loads. A summary of characteristic flows, pollutant loads, and treated effluent requirements are summarized in the table below:

Summary of Projected Influent Flows and Pollutant Loads, and Treated Effluent Requirements

20-Year Wastewater Planning Criteria				
	Influent Criteria	Monthly Average Effluent Limits	Weekly Average Effluent Limits	Daily Maximum Effluent Limits
Average Dry Weather Flow	0.07 MGD			
Annual Average Flow	0.12 MGD			
Average Wet Weather Flow	0.14 MGD			
Max Month Dry Weather Flow	0.20 MGD			
Max Month Wet Weather Flow	0.42 MGD			
Peak Day Average Flow	0.94 MGD			
Peak Hour Flow	1.3 – 2.3 MGD*			
Effluent Discharge Permitted		November 1 - April 30		
BOD ₅	120 ppd	30 mg/L, 99 ppd	45 mg/L, 150 mg/L	200 ppd
TSS	133 ppd	50 mg/L, 160 ppd	75 mg/L, 240 ppd	320 ppd
pH			6.0 - 9.0	
<i>E. coli</i>			126 organisms/100 mL	
Total Chlorine Residual		0.04 mg/L		0.1 mg/L

**Peak Hour Flowrate of 1.3 MGD is based on an assumed 50% reduction of current I/I flows. With no I/I reduction, the projected peak hour flow is 2.27 MGD. City is recommended to reevaluate peak flows after I/I reduction work is implemented.*

Collection System Capacity Evaluation

The Environmental Protection Agency's Guidance Document "Inflow and Infiltration (I/I) Analysis and Project Certification" (Publication #97-03) states that flowrates over 120 GPCD during periods of high groundwater indicate excessive levels of infiltration, and the benchmark for excessive inflow is 275 GPCD during periods of significant precipitation. Halsey's average per capita flow during the high-groundwater period ranges from 150 GPCD to 230 GPCD, much greater than the EPA's benchmark for infiltration. Halsey's average flow during periods of heavy rain is 285 GPCD, marginally exceeding the EPA's benchmark for inflow.

This evaluation indicates that addressing I/I in the collection system will likely be more cost effective than upgrading the wastewater treatment facilities to handle flows associated with stormwater and groundwater. It is recommended that the City target a 50% reduction of peak inflow and infiltration, similar to Sweet Home's I/I reduction program in the mid-aughts.

The City's lift station pump capacity is undersized for current and projected peak hour flows. If the 50% inflow and infiltration reduction target is achieved, the design flow of the lift station would be approximately 900 GPM. Without significant I/I reduction, the system would need a firm capacity of approximately 1600 GPM. DEQ's Wastewater Pump Station Design Standards states that in certain cases, the capacity of the collection system upstream of the lift station could provide some storage if lift stations are not sized for peak hour flow. This is not a recommended practice due to the potential for pressurizing private sewer laterals that are connected to surcharged pipes.

The collection system pipes were analyzed for their hydraulic capacity to convey peak flow via gravity. The City's main collector pipe consists of approximately 440 feet of 10" and 1040 feet of 8" asbestos cement pipe. These pipes are very small considering that over 90% of the City's wastewater flow is conveyed by this collector to the lift station. Gravity pipes must have enough hydraulic capacity to convey peak hour flow without surcharging. To meet the design peak hour flow, the collector should have a diameter of 15 inches for the first two pipe segments (manhole to manhole) upstream of the lift station, and a diameter of 12 inches for the remainder of the pipe run.

Treatment System Capacity Evaluation

The City's lagoons are adequately sized with respect to the projected pollutant loads for the planning period. Later in the planning period, the standard operating depth should be increased from 3 feet to 3.5 feet to keep the hydraulic retention time of the total system within a recommended 40-to-60 day range.

With approximately 15 acre-feet of reserve storage capacity at the end of the planning period based on projected flows, the City should not have an issue with continuing its current practice of water storage during the dry season for the next 20 years. Land application may become necessary beyond then if the City continues to grow at the projected rates. Fortunately, there are many agricultural fields around the lagoons that would be good candidates for reuse.

The lagoons have a design sludge storage depth capacity of 24 inches. The average sludge depth throughout all three lagoons are over two thirds of this capacity. In the primary cell, on the side where the influent distribution piping is located, a large mound was detected at a height of 40 inches. In the southern secondary cell, a sludge depth of 26" was reported near the bank where the effluent discharge pipe is located. The depths of sludge reported in the lagoons indicate a need for removal within the planning period.

Based on a prior DEQ evaluation, there were ten violations of the City's NPDES permit between February 2015 and April 2024. Most of these violations were related to insufficient removal

efficiency of TSS during the period where the City has the most issues with I/I (January through March). The influent concentrations during this period are often lower than the regulatory effluent limits. When influent concentrations are this low, it is not feasible to treat with a high removal efficiency with a passive lagoon system, even though the effluent concentrations are well below the prescribed concentration limits. The high degree of I/I in the collection system is diluting the influent wastewater during this time of the year, making the percent removal requirement difficult to meet.

In the past five years, measured effluent flowrates have occasionally exceeded the disinfection system's design flowrate of 0.394 MGD. Exceeding the capacity of the disinfection system increases the risk of *E. coli* permit violations, as occurred in January 2017 and in January 2024. Because of the large storage capacity of the lagoons and their inherent ability to attenuate peak flows, the design effluent flowrate can be lower than the peak influent flowrate without causing operational issues in the treatment system. However, achieving this will require the effluent flowrate to be properly controlled. The operator's current ability to control the flowrate into the disinfection system is very limited. The system should be modified so that the flowrate from the secondary lagoons into the disinfection system does not exceed the system's design flowrate.

Recommended Capital Improvement Plan

A thorough evaluation of alternatives to address the capacity, regulatory, and operational issues discussed above was performed. This evaluation involved comparison of life cycle costs and non-economic criteria, including regulatory compliance, constructability, ease of operation, and operational safety. The following project recommendations are proposed to include in the City's upcoming 20-year wastewater capital improvement plan. Capital cost estimates and recommended start dates are provided for the City's planning purposes.

Immediate Collection System Repair Projects

Multiple repairs of the collection system were identified and recommended throughout this planning effort. These include nineteen patches of voids, cured-in-place pipelining of 2 runs of pipe to resolve longitudinal cracks, three root intrusion repairs in pipes, and one patch in a manhole. The capital cost of these repairs is estimated at \$296,600. These should be started as soon as possible and be completed before January 2027.

I/I Detection and Elimination Program

The age and condition of the City's collection system will require an ongoing I/I detection and elimination program to identify sources of groundwater infiltration and stormwater inflow. It is recommended to budget approximately \$6,800 annually for regular CCTV surveillance of the City's sewer pipes to identify where cracks and voids are forming to perform repairs throughout the planning period, and \$5,000 every five years for smoke testing to determine presence of broken private laterals and illicit connections to drainage systems.

It is estimated that this program will result in approximately \$900,000 worth of repairs throughout the planning period, not including the projects discussed in the section above. With a comprehensive I/I reduction program that keeps track of areas in need of rehabilitation, the City will be able to fix issues in a timely matter and will be more likely to obtain funding to help pay for pipe repairs/replacements throughout the planning period.

The City should also plan to exercise its authority to require repairs and rehabilitation of private sewer laterals, which is necessary because these systems comprise a large portion of the sewer collection system. The City's existing Municipal Code outlaws the drainage of roof drains, storm sewers, and storm drains into the sanitary sewer system in Title 4 Code 4.10.160.

Furthermore, the requirement of private laterals to be maintained to ensure free flow of wastewater through the lateral and prevent unpolluted water from entering service laterals is prohibited in Title 4 Code 4.10.050. Violations of either of these codes carry a maximum fine of \$500 per day. Regular smoke testing will help the City identify private laterals in need of repair.

D Street Lift Station Improvements

Even with planned I/I reduction projects, the lift station will likely need to be upgraded because the existing system was not designed for the required peak hour flow. As a result, the system has about half of the required pumping capacity. It is not recommended to surcharge the collection system upstream of the lift station for storage, which currently occurs during periods of extensive rain. It is estimated that an upgrade to the lift station will cost approximately \$1,272,000.

The City should target reducing the peak hourly flowrate to 900 GPM through the implementation of the I/I detection and elimination program. It is recommended to reevaluate flowrates after the immediate collection system repair projects are implemented as part of a predesign phase to determine the lift station's appropriate design flow.

Pipe Capacity Upgrades

The main trunk of the City's collection system on C Street, 4th Street, and D Street is undersized for peak flow, even if the City meets the target 50% reduction of I/I. Along with the undersized lift station, this contributes to the surcharging issues that have been observed in the collection system. The City has not upsized any of the collection system pipes since they were constructed in 1968. Based on an evaluation of the hydraulic capacity of the City's gravity sewer pipes, the following pipe sections should be upgraded within the planning period:

- The 10" line from the lift station to the intersection of 4th Street and D Street upgraded to 15"
- The 8" line from the intersection of 4th Street and D Street to the intersection of 1st Street and C Street upgraded to 15"
- The 8" line from the intersection of 1st Street and C Street to the intersection of 2nd Street and C Street upgraded to 12"

It is estimated that these pipe upgrades will cost approximately \$1,434,000. These upgrades should be performed as soon as possible since the pipes are undersized even for existing peak flows. The City should pursue funding opportunities and complete these upgrades within the next 10 years.

Lagoon Mechanical/Valving Rehabilitation

The valves that control flow between and out of the lagoons are in poor condition, with some being completely inoperable. This valving should be replaced so that the lagoons can be operated as designed, and the secondary cells are able to be isolated. It is assumed that repairing these valves will involve replacing the wench and chain that operates the "swing-pipe" valves in the secondary lagoons, and the submerged rotary union.

Furthermore, the lagoon effluent pipe into the disinfection basin should be modified so that flows cannot exceed the design flow of the disinfection system. This could be accomplished by upgrading the 50-year old mechanical gate valve on the secondary lagoon's common effluent pipe with an actuated valve controlled by the effluent flowmeter. It is estimated that these valving and flow control improvements will cost approximately \$272,000.

Headworks Rehabilitation

The influent sampling unit itself is already beyond its typical 20-year useful life, so its replacement should be included in the City's CIP. When the sampler is replaced, it is recommended to also replace electrical components associated with the influent flow meter and sampler and their housings in accordance to NEMA requirements. Finally, since the influent flowmeter will be the City's main way to track the progress of the City's I/I reduction program, it is recommended to install a monitoring system that accurately collects and stores influent flow data in an easy to analyze format, such as a Mission system or equivalent.

The City should budget approximately \$60,000 for these improvements. This should be done at the same time as the valving and flow control projects to save administrative costs on bidding, hiring a qualified contractor, and mobilization. Ideally, these projects would be completed in the next five years, or before October 2029.

Lagoon Sludge Management: Biosolids Removal

Based on sludge level measurements performed on 7/31/2024, the City should plan to remove accumulated sludge in the primary and secondary lagoons within the planning period. Removal of sludge via dredging and disposal is the most effective way to deal with accumulated sludge, and it is likely that land-application of biosolids will be more cost-effective than landfilling the dredged material given the prevalence of agricultural properties near the City. To legally land-apply the dredged sludge, the City would need to develop a Biosolids Management plan and gain approval from DEQ. The City will need to negotiate with nearby landowners to obtain one or multiple agreements to define a land-application site(s). Given the expected quality of the dredged lagoon material, the City will likely need to work with one of the many grass/hay farms near Halsey, as land-application on food crops or in an area open to the public will not be allowed.

The conditions of an agreement between the City and a prospective owner of the land-application site will need DEQ's review and approval in the form of a "site authorization letter." Any provisions in a site authorization letter issued by DEQ will become enforceable conditions of the City's NPDES permit. These conditions will likely dictate 1) permitted frequency and volume of land application events, 2) testing requirements for metals, pathogens, and toxic pollutants, 3) additional treatment requirements (for example, requiring the addition of lime prior to land-application), 4) methods of incorporating biosolids into the soil.

The total cost of dredging and disposal is estimated at \$1,560,000, or approximately \$780/dry ton. The City should prioritize the primary lagoon and southern secondary lagoon. The two larger mounds of sludge detected in these ponds should be removed in the next five years to avoid the sludge layer exceeding the low operating level of the system.

Disinfection System Safety Upgrades

The City should plan to implement some safety upgrades to the gas chlorine disinfection system in accordance with AWWA guidelines. This includes elevating stored gas cylinders above the floor, so that water spillage or leaks will not rust the bottom of the cylinders and cause leaks; this could be done by installing a prefabricated storage rack. The City should also install automatic shut-off actuators to the gas tanks that are in operation. These can be connected to the leak-detection system that the City already has in operation. These recommended safety upgrades are estimated to cost approximately \$91,000.

Lagoon Leak Testing

The City is required to perform leak testing of the lagoons in accordance with the NPDES permit prior to the next renewal cycle. The City should budget \$20,000 for this analysis and report.

Financing the Capital Improvement Plan

The Oregon Infrastructure Finance Authority (IFA) oversees much of the public infrastructure funding in Oregon. The IFA utilizes an affordability index rate to determine a minimum sewer for a utility in order to be eligible for the most generous funding programs. This IFA Affordability Rate is based on median household income, and is calculated via the following formula:

$$IFA \text{ Affordability Rate} = \text{Median Household Income} * \frac{1.25\%}{12}$$

Based on the 2022 median household income of \$96,250, the IFA Affordability Rate for Halsey is equal to \$100.26 per month. This is more than double the City's current standard rate of \$46 per month.

In a worst-case scenario, if the City funded the entire \$5.9M CIP with a standard 20-year, 3.5% APR loan, the associated debt repayment would result in a rate increase of approximately \$94.75 a month (resulting in a monthly bill of over \$140 for a typical residential ratepayer). Because the required rate to fund the CIP via standard loan terms would cause the utility to exceed the IFA Affordability Rate, the City will likely be eligible for some grant funds or forgivable loans. However, the most generous funding programs will likely be unobtainable unless the City significantly increases rates.

Some amount of outside funding assistance in the form of grants or low interest loans will be necessary to make the proposed improvement projects affordable for the City. The amount and types of outside funding will dictate the amount of local funding that the City must secure.

It is recommended that the City schedule a "One-Stop" meeting as a first step after this plan's approval to find the available alternatives for external funding. Potential funding programs that the City may be eligible for include:

- Oregon's Water/Wastewater Financing Program
- The Clean Water State Revolving Fund
- Oregon Department of Energy Small Scale Energy Loan Program
- The Special Public Works Fund.

Information gained through the One-Stop meeting can then be used to select the funding sources that the City would then apply for.

City of Halsey Wastewater Utility Capital Improvement Plan: Collection System

Project Title	Cost Estimate	Description	Timeline
Immediate Collection System Repairs	\$297,000	Repair and rehabilitation portions of gravity collection system that were identified via CCTV analysis. This includes lining and patching pipes and manholes throughout the City, as listed in Section 2.3.1 of this plan.	Complete repairs prior to 2027
I/I Detection and Elimination Program	\$900,000 (\$4,800/year + \$5000/5 years)	Ongoing pipe and manhole repairs. The City should budget for annual CCTV analysis, visually inspect all manholes, and regularly smoke test to identify service laterals in need of repair. Repair I/I sources as they are discovered. The City should target a 50% reduction in peak I/I flow to be under EPA's benchmark of excessive infiltration. The City can track the progress of the program by annual review of influent flowmeter and pump station run hour data during January and February	Implement the I/I detection program by 2026. Repair identified deficiencies throughout planning period.
Pipe Capacity Upgrades	\$1,434,000	The City's main pipe that feeds into the D Street Lift Station is undersized for current and future peak hour flows. The 10" pipe on D Street from the lift station to the intersection with 3rd Street should be upgraded to 15". The 8" pipe under 3rd street and C Street should be upgraded to 12".	Complete prior to 2030.
D Street Lift Station Improvements	\$1,280,000	The existing lift station is not sized for the required peak hour flowrate per DEQ's design standards. The system should be upgraded to a firm capacity of 900 GPM assuming a successful I/I reduction program is implemented. Without significant I/I reduction, the system would need to have a higher firm capacity, approximately 1600 GPM.	Complete the identified I/I repairs and implement an ongoing I/I detection and elimination program. Evaluate the proper design flowrate for the lift station upgrade during design phase prior to 2028 after progress is made in reducing I/I. Complete the upgrade to the lift station by 2030.
Collection System CIP Budget:	\$3,911,000		

City of Halsey Wastewater Utility Capital Improvement Plan: Treatment System

Project Title	Cost Estimate	Description	Timeline
Mechanical/Valve Rehabilitation	\$272,000	Flow between and out of the secondary lagoon cells are controlled by "swing pipe" valves, which consist of riser pipes connected to a rotating joint that can be lowered or raised via wench and chain. The valve that controls flow between the secondary lagoons was inoperable, and the valve that controls flow out of the system into disinfection had visible rust when visually inspected. It is recommended to budget for the rehabilitation of these valves to ensure the system can be operated as designed.	Complete rehabilitation work on valves before 2027.
Effluent Flow Control	\$80,000	The flowrate into the disinfection system regularly exceeds the system's design capacity, which may have contributed to recent <i>E. coli</i> permit exceedances. A single gate valve can be used to throttle flow manually but requires a lot of attention to properly operate. It is recommended to replace this gate valve with an actuated valve that throttles flow based on the effluent flowmeter reading to prevent discharging flowrates greater than the system is designed to handle.	Implement flow control from secondary lagoons before 2028.
Headworks Rehabilitation	\$60,000	Electrical components of the headworks, including the influent sampler and components of the influent flowmeter, will exceed their useful life by the end of the planning period. The City should budget for their replacement. An influent flow logging system should be implemented to track the progress of the new I/I reduction program.	Replacement of electrical components likely to be needed prior to 2030. Inspect regularly and replace when necessary. Install influent flow data-logging system when the ongoing I/I Detection and Elimination Program is implemented.
Biosolids Removal: Primary Lagoon	\$1,112,000	Lagoon systems must be dredged periodically to deal with the accumulation of biosolids over time. Sludge measurements were taken in 2024 across all three lagoon cells. The primary lagoon had a maximum sludge level of 40", and an average sludge depth of 20.1", compared to the design sludge storage height of 24". Assuming a solids content of 6%, typical of dredged biosolids, approximately 1370 dry tons of biosolids could be removed from the primary lagoon.	Solids removal from the primary lagoon should be performed in the next five years, before 2031. The City should identify nearby landowners that would be willing to work with the City for land application and develop a biosolids management plan prior to 2029 to prepare for sludge removal.

City of Halsey Wastewater Utility Capital Improvement Plan: Treatment System (Continued)

Project Title	Cost Estimate	Description	Timeline
Biosolids Removal: South Secondary Lagoon	\$240,000	Similar to the primary lagoon, the southern secondary lagoon had a maximum sludge depth of 29", and an average sludge depth of 17.6 inches. Assuming a solids content of 6%, typical of dredged biosolids, approximately 300 dry tons of biosolids could be removed from the southern secondary lagoon.	Southern secondary lagoon solids removal should be done in the next five years, before 2031.
Biosolids Removal: North Secondary Lagoon	\$208,000	Similar to the primary lagoon, the northern secondary lagoon had a maximum sludge depth of 29", and an average sludge depth of 15.8 inches. Assuming a solids content of 6%, typical of dredged biosolids, approximately 260 dry tons of biosolids could be removed from the southern secondary lagoon.	Northern secondary lagoon solids removal should be done in next 15 years, before 2041.
Disinfection System Safety Upgrades	\$91,000	The City uses gas chlorine for disinfection when discharging treated wastewater during the wet season. It is recommended to implement some health and safety provisions to the existing system to comply with AWWA and Chlorine Institute safety standards. These recommendations include installing automatic gas cylinder shut off valves on the operating canisters, and storage racks that elevate the gas tanks above the ground level.	Safety upgrades should be done within the planning period as budget allows.
Lagoon Leak Testing	\$20,000	Perform leak testing of the lagoon cells in accordance with the City's NPDES Permit	As soon as possible: 2025-2026
Treatment System CIP Budget	\$2,083,000		

Exhibit **B** - **WWFMP Approval Letter**



September 26, 2025

Briana Parra
City of Halsey
100 Halsey St.
Halsey

RE: Halsey-DEQ approval of the August 2025 Wastewater Facilities Plan
DEQ Water Quality – Linn County
NPDES Permit No. 101297, DEQ Water Quality File No. 36320

Dear Briana Parra,

DEQ approves of the Wastewater Facilities Plan for the City of Halsey, dated August 2025. This plan was received electronically on August 27, 2025, from Clinton Cheney, with Civil West Engineering Services and adequately addresses DEQ's comments.

This approval is valid for five years. If implementation of this plan is not completed within five years of this letter, please consult DEQ Clean Water State Revolving Fund staff to ensure the proposed plan and issues are still timely. An update or new facilities plan may be required after five years.

Overview of the Plan

The plan includes a review of the existing wastewater facilities including the collection system, treatment system, and waste sludge management. The need for the recommended projects is based on the following:

1. Patches of voids, cracks and root intrusions to the collection system.
2. Ability of the collection system to keep up with peak hourly flow rates and reduce surcharging.
3. Lagoon valving is in poor condition and some are inoperable.
4. The influent sampler is beyond the 20-year useful life and an influent flow logging system is needed to track inflow and infiltration reductions program.
5. Sludge level measurements completed July 2024 of the primary and secondary lagoons.
6. Safety measures need to be made to the gas chlorine disinfection system.
7. Leak testing is required as part of the NPDES permit.

Recommended Projects

The recommended high priority projects for the collection system include:

1. Immediate repairs to address cracking, patches of voids, and root intrusions
2. Inflow and infiltration detection and elimination program
3. Pipe and lift station capacity upgrades

The recommended high priority projects for the treatment system include:

1. Lagoon mechanical/valve rehabilitation
2. Effluent flow control
3. Headworks rehabilitation
4. Biosolids removal from primary lagoon
5. Biosolids removal from north and south secondary lagoon
6. Disinfection system upgrades
7. Lagoon leak testing

What does this approval mean?

DEQ's approval means that the plan satisfies the Clean Water State Revolving Fund planning requirement under Oregon Administrative Rule 340-052-0022(6)(a). This is not an approval for funding. This plan may be used to apply for DEQ funding that is needed to complete the projects outlined in the plan. Additionally, DEQ's approval does not apply to USDA Rural Development, Business Oregon, and other funding agencies, who may require additional information and/or plan revisions.

Next steps:

- **Requesting a One Stop**

A One Stop financing roundtable will help to determine funding alternatives for the recommended projects in the facilities plan. See <https://www.oregon.gov/biz/Publications/One-Stop.pdf> for more information.

- **Environmental Review**

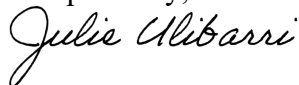
While the plan provides preliminary information on environmental issues, it does not meet the environmental review requirements. A separate environmental review document may be needed for funding. The contents of the environmental review document vary by funding agency.

- **DEQ Plan Review**

To avoid extra work and expense, DEQ recommends waiting to authorize final design until a pre-design report is reviewed and agreed upon by DEQ. See DEQ's guidance document "Guidelines for Writing Wastewater Engineering Design and Pre-Design Reports" (<https://www.oregon.gov/deq/FilterRulemakingDocs/div52-designrpts.pdf>).

DEQ looks forward to working with you on these projects. Please address all submittals to my attention and contact me at 503-467-9441 or julie.ulibarri@deq.oregon.gov if you have any questions.

Respectfully,



Julie Ulibarri

Clean Water State Revolving Fund Technical Specialist

City of Halsey

August 2025 Wastewater Facilities Plan Approval

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