



## WEEKLY DEPARTMENTAL UPDATES

NOVEMBER 14, 2014

### ADMINISTRATION / UTILITY BILLING

- Reminder water shut offs are on November 21, 2014.
- So far for the month of November we have opened two new utility accounts.
- Utilities Clerk along with Mayor, Council members, Public Works Committee, Financial Admin. And City Admin. Attended Sub Committee meeting for water and sewer rates.
- Utilities Clerk will be sending out the Utility Bills on November 25, and we will have two inserts.
  1. Public Work on Testing Backflow Assemblies
  2. Columbia County Mental Health on Suicide Prevention

### POLICE DEPARTMENT - VPD

- The following is brief synopsis of the recent activities, events, and accomplishments for the Vernonia Police Department.
- Statistics; The total number of calls for service and officer initiated activity in **October 2014** was **233**. This includes the following;

#### 10- Incident Reports

1- Abandon 911  
 0- Assault  
 0- Attempt to Locate  
 0- Disabled Vehicle  
 1- Domestic-Cold  
 2- Foot Patrol  
 5- Hazard  
 3- Juvenile Issues  
 3- Missing Person  
 12- Phone Messages  
 0- Pursuit  
 0- Repossession  
 12- Suspicious Person  
 1- Threats

#### 9-Arrests/Citations

1- Abandon Vehicle  
 12- Agency Assist  
 1- Burglary  
 1- Disturbance  
 1- Drug Activity  
 0- Fraud Activity  
 0- Hit & Run  
 1- LEDS Activity  
 2- Noise Complaints  
 5- Premise Check  
 1- Prowler  
 1- Sex Crime  
 5- Suspicious Vehicle  
 4- Traffic Acc. No/Inj

3- Alarms  
 7- Area Patrol  
 1- Civil Situations  
 0- Death Inv.  
 1- DUII Info.  
 0- Game Violation  
 1- Information  
 46- Miscellaneous  
 2- Nuisance  
 4- Prowler.  
 23- Report Follow-up  
 2- Suicide Threat  
 0- Stolen Vehicle  
 0- Traffic Acc. Inj

6- Animal Calls  
 13- Assist Public  
 2-Criminal Mischief  
 3- Domestic-Hot  
 0- Endangering  
 2- Harassment  
 0- Intox. Subject(s)  
 3- MIP  
 0- Open Door  
 1- Property Found  
 8- Misc. Radio Calls  
 5- Suspicious Circ.  
 2- Thefts  
 2-Traffic Complaint

17- Traffic Stops  
2- Welfare Check

0- Trespassing  
1- Warrant Service

1- Unwanted Subject

1- Violation of R.O.

- **November 07<sup>th</sup>, 2014 – November 12<sup>th</sup>, 2014 (5Days)** – The total number of Calls for Service and Officer initiated activity was “42”. Details of the weekly activities will be outlined “as above” in a monthly report. Statistics are compiled at the end of the month and the official data is not available until the following month. Therefore, the monthly reporting will always be for the previous month.
- **Mid-Police Blotter (NOVEMBER 01<sup>st</sup>, 2014-November 12<sup>th</sup>, 2014)**
  - 11/01/2014 - Jennifer Loveland (44) was arrested on an outstanding arrest Warrant near Bridge St and Jefferson Ave.
  - 11/04/2014 - Jennifer Loveland (44) was taken into custody in the 900 Block of Rose Ave on a Police Officer Hold.
  - 11/06/2014 - Robert Larson (46) was arrested on an outstanding arrest Warrant in the 400 Block of Bridge St.
  - 11/10/2014 - Informational Report taken in the 700 Block of Jefferson Ave.
  - 11/12/2014 - Joshua Seigmann (40) was cited for No Operator's License near Bridge St and Grant Ave.
- ***The Vernonia Police Department responds to calls that do not always end in Arrest, Report, or Citation. 11/01/2014 through 11/12/2014 VPD the total number of calls for service and officer initiated activates was “79”.***
- **Reserve Officer Update:** Interviews are pending.
- **Found Property:** On November 10<sup>th</sup>, 2014, the Vernonia Police Department responded to a report of “Found Property” in the 700 Block of Jefferson Ave. The property was a small back pack that contained baggies of Marijuana and a few other items. The owner was identified and the Marijuana was seized. The weight of the Marijuana was just under (1) ounce.



- City Hall staff recently reported a person that has been found sleeping in the restroom/lobby area of City Hall at night. This person was identified and trespassed. I have discussed with the City Administrator the possibility of locking the outside doors when City Hall is not open. This is not the first occurrence of people sleeping in the lobby and the restroom. In addition, there are been other reports from City Hall of people stealing the toilet paper.
- **Nuisance Violation Update:** The Vernonia Police Department is still working on the Nuisance Complaint in the 400 Block of “A” St. The court date that was originally set has been reset. There has been some improvements on the property but it is still not complete. VPD will be contacting the responsible person to provide more direction on what need to be done to correct the violations.

## FINANCE

- Finance Director, Billing Clerk and City Administrator met with other members of the sub-committee of the Public Works committee that has been tasked with verifying information in order to complete the sewer rate study. The other members include two members of the Public Works Committee and two members of City Council. This will allow the City to implement rate changes in accordance with the current operating/debt budget. The sub-committee has met twice in the past week and plans to meet again in a month or so to finalize the data.
- The Library has entered into a service agreement with Ricoh to provide a new printer/copier/fax machine for the library staff as well as patron use. This is a lease agreement for \$54.69 a month that includes all supplies and maintenance. The Library patrons pay for copies and printing so most of the cost will be recovered each month. The current printer is very old and no longer has a service agreement. Therefore; the cost of ink, which is very expensive, must come out of the Library budget not to mention that the print quality has become very poor.
- Finance Director is working with the Public Works Foreman to purchase a new motor for the tractor that was formally used to take care of the Cemetery. It has been out of service for the past two years and the cost of a new motor is less than the cost of repairs. We are currently looking at the budget to determine where the funds will come from. While a portion of the money needed was budgeted within the Cemetery Fund this year, the cost will most likely be shared with several other funds as well. Once it's back in service it will be returned to the Cemetery and the mower currently being used will go to the Parks Department. This item will be presented for Council consideration at the next Council meeting.
- The online payment feature is up and running on Munibilling. So far we've had three customers take advantage of being able to pay their bill online. There is a small fee charged by a third party credit card processing service. Please contact City Hall for more information on how to register your account.

## PUBLIC WORKS

- Public Works staff is working with Oregon Department of Fish and Wildlife (ODFW) to replace the intake screen at the water plant. They are hoping to provide some cost sharing to improve the structure. This may involve installing a finer mesh screen and provide automatic back flushing which could eliminate leaves and debris from clogging the screen. This could help to eliminate some staff time in the fall when laves are a problem.
- Staff continues to work on locating and exercising water valves though out the City.
- An abnormal amount of water consumption was detected over the weekend on the west side of Rose Ave. It was found to be the sump pump stuck in the run position at the Corey Hill Booster Pump Station pressure reducing valve.
- Staff began inventory and organization of water repair parts this week. This is to assure we are able to repair a water leak in a timely manner. There are various types of water lines in town and we must have parts in stock to repair all of them.
- Public works staff winterized park facilities that are not in use during the winter months. All water and sewer buildings have also had portable heater reinstalled and turned on.
- Anderson Park had an RV space with a broken water pipe that had to be excavated and replaced. These are frost free yard hydrants, but it had not been drained after use causing the water in the line to freeze and crack the pipe.
- Public Works would like to remind home owners to insulate their outside pipes or to leave some water dripping if the weather is below freezing. Also homeowners should know where the water shut off to the house is located and be able to access it.

- The Vernonia Lake pump was primed and started this week. We are struggling with the alder leaves plugging up the intake screen on it so we are monitoring it closely. We hope to be able to have the pump run for a couple of weeks before high water requires it to be removed for the winter.

## PLANNING / BUILDING

- Permits have been issued for wood stoves, gas heaters, and electrical reconnects.
- Carole Connell, City Planner, at the regular Planning Commission meeting, reported back on the City Council decision not to accept the zone change recommendation of the Commission for the Lincoln School property. City Council accepted the request of the applicant to change the current zoning, for the Lincoln School property, from Residential R to General Commercial GC. Carole used this time as a training session and to answer any questions the Commissioners had to understand what the next steps are in the process.

## LIBRARY

- Baby and Toddler Time with Shannon was really fun this week, it made staff want to join in. Please join in the fun with Shannon on December 10.
- "Circulation statistics": 373 pieces of material was checkout, from November 6 through November 13.
- Please help City Hall and the Library with their efforts to collect gelatin and pudding for Vernonia Cares holiday boxes. Others in our community need our support, please consider helping. Thank You
- Movie Night, November 18, come join the fun, watching a movie and having popcorn with us.
- November 24 is book discussion night. Book club will have a lot to talk about with the book "I Know Why the Caged Bird Sings" by Maya Angelou. They always have room for other book lovers.

## CITY CLERK / ADMINISTRATION

- Walk your Bicycle Signage on Bridge Street will soon be a reality thanks to the Lyons Club. Paula Hanson has spearheaded this project supporting the wellbeing and safety of all those that patronize the local businesses. City Council, Chief Conner and City Staff will be meeting with the businesses to discuss location of these signs.
- Volunteers are needed to serve on various City Committees and Commissions. Participating on a City Committee or Commission is a rewarding experience, providing an opportunity to learn and share your skills and knowledge and an opportunity to become involved in local government. A list of volunteer positions and the application are on the City Web Page or you are welcome to stop at City Hall and pick up an application and return to the City Recorder. Volunteer positions are appointed by the Mayor with Council approval.

## CITY ADMINISTRATOR / ADMINISTRATION

- The City Administrator attended the "Sewer/Water Subcommittee Meeting". The Subcommittee is composed by two members of City Council (Mayor Mitchell and Councilor McNair), two members of the Public Works Committee (Committee Chair Tice and Webb) and City Staff (Finance Administrator, Utilities Clerk and City Administrator). The Subcommittee is tapped with the

responsibility to generate a comprehensive set of requirements and standards to be eventually given to the Consultants as the base for the development of a new Sewer Ordinance.

- The City Administrator and Scott Laird (Chair of the Parks Committee) toured the City's Parks System. While visiting the different parks, and aided by the Vernonia Parks and Trails Master Plan, the Chair briefed the Administrator on the different projects, and their priorities, anticipated to occur at the different parks.
- The City Administrator met with Larry Snethen (Lake Park Stand Host) to talk about the Host concerns and potential issues about the Lake. During the week the restroom at the lake had been vandalized. Consideration and conversation is about the opportunity to close the restrooms at the lake during the winter months. A recommendation will be presented to City Council for final decision.