



**Willamina City Council
Regular Meeting
Tuesday, November 14, 2023 at 6:00 p.m.**

West Valley Fire Station
825 NE Main Street
Willamina, OR 97396

In-person attendance is allowed at the City Council meeting. The City also provides access via the Zoom platform. Zoom access information is available at the end of this Agenda.

AGENDA

CALL TO ORDER

ROLL CALL

FLAG SALUTE

AGENDA ADDITIONS, DELETIONS, AND CORRECTIONS

PUBLIC INPUT – BUSINESS FOR THE AUDIENCE

Public Input: Presentations not scheduled on the Agenda are limited to three (3) minutes. Longer presentations should be submitted to the City Recorder prior to the meeting.

CORRESPONDENCE – None

PRESENTATIONS –

1. Dan Blue – Recology Western Oregon (tentative)
2. Jennifer Eckles – Electric Cars (tentative)
3. Carrie Zimbrick – Willamina School District
4. Finance Manager, Scott Clark

Financial reports are now available in the City Council Financial Reports binder which will be present at each City Council meeting. Financial Reports will also be available via email upon request from Deputy City Recorder Krystal Stevens.

CONSENT AGENDA

("A listing of routine business items, which are adopted with one motion, without discussion. However, any Councilor may request that an item be pulled from the Consent Agenda for discussion and separate action. The item is then not considered after the Consent Agenda items have been voted upon.")

1. Minutes from the October 10, 2023 City Council Regular Meeting.

REGULAR AGENDA

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1. Yamhill County Sheriff's Office Contract Discussion
2. Land Use Planning and Business Processes
3. City Manager Evaluation Preparation Discussion

INFORMATIONAL REPORTS (Items that require no Council action)

1. Chamber Liaison – Mayor Skyberg
2. Yamhill County Transit Authority Board Member – Councilor Johnson
3. Library Board Liaison – Councilor Hernandez

MAYOR'S REPORT

INFORMATIONAL REPORTS FROM CITY OFFICERS

1. City Manager
 - a. General Updates
 - b. Conference Updates
 - c. Krystal Stevens Conference Updates
2. Library Director
3. Public Works Director
4. Sheriff's Report (provided in Agenda packet)
5. Code Enforcement (provided in Agenda packet)

COUNCIL COMMENTS

ADJOURN

Next Council Meeting

City Council Regular Meeting on December 12, 2023 at 6:00 p.m.

Information regarding the above meeting(s) and Zoom access information can be found on the City of Willamina website at <https://www.willamina.oregon.gov>

Persons with hearing, visual or manual impairments who wish to participate in the meeting should contact the City of Willamina at least 48 hours prior to the meeting date in order that appropriate communication assistance can be arranged. The City of Willamina Council meetings are accessible to the disabled. Please let us know if you need any special accommodations to attend this meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/83070462207?pwd=LzFJMk8zZmY1cEZHSllzZ3FYTIN0dz09>

Meeting ID: 830 7046 2207

Passcode: 424987

Find your local number: <https://us02web.zoom.us/j/kenyWcJrog>

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Consent Agenda



**Willamina City Council
Meeting Minutes
Tuesday, October 10, 2023, at 6:00 p.m.**

Minutes taken by Deputy City Recorder Krystal Stevens

Location of Meeting:

West Valley Fire Station
825 NE Main Street
Willamina, OR 97396

Present at Meeting:

Mayor Ila Skyberg
Council President Rita Baller
Councilor Vickie Hernandez
Councilor Craig Johnson
Councilor Barry Wilson
Councilor Karl Klym
Councilor Jennifer Pederson
Finance Manager Scott Clark
Public Works Director Jeff Brown
City Manager Bridget Meneley
Deputy City Recorder Krystal Stevens

Absent from Meeting: None

Guest Not Limited To:

Community Members Greg & Debbie Poupard
Community Member Kristine Neese via Zoom
Public Works Jeff Rosenberry

Mayor Skyberg called the meeting of the City of Willamina City Council to order at 6:00 p.m.

Deputy City Recorder Krystal Stevens took the roll, and a quorum was present.

Flag Salute

AGENDA ADDITIONS, DELETIONS, AND CORRECTIONS -

City Manager Meneley noted two changes to the agenda:

1. Removal and reschedule of Dan Blue Recology Western Oregon presentation
2. Removal and reschedule of Jennifer Eckles Electric Cars presentation.

PUBLIC INPUT – None

CORRESPONDENCE – None

PRESENTATIONS –

1. **Finance Manager Scott Clark** – Scott said the City is right on track for August revenues and expenses are looking good. He said he has gone through the first thirty-two items on the list for audit.

CONSENT AGENDA

Mayor Skyberg called for a motion to approve the items on the Consent Agenda.

MOTION: Council President Baller moved to approve the Meeting Minutes from the September 12, 2023, City Council Regular Meeting. Councilor Hernandez seconded the motion. Motion carried with a unanimous vote.

REGULAR AGENDA

1. Keller Recommendation – Stop Sign Discussion

City Manager Meneley discussed the provided information regarding a citizen's request for adding a stop sign to the four-way intersection of SW Fir St and SW Barber Ave. The council was presented with a recommendation from City Engineers Keller Associates to add a fourth stop sign. City Manager Meneley said that city staff and the Senior Contract Deputy were consulted and do not recommend the idea of adding a fourth stop sign. Public Works Director Brown stipulated that stopping on a hill would be unsafe in the winter road conditions. There was agreement from multiple councilors that it would be an unsafe place for vehicles and school buses to stop in winter conditions.

MOTION: Council President Baller made a motion to leave the intersection as it is. Councilor Hernandez seconded the motion. Motion carried with a unanimous vote.

2. Pond Discussion -

Deputy City Recorder Stevens shared with the council about attending a meeting with the Yamhill County Soil & Water Conservation District and Greater Yamhill Watershed Council (YSWCD), research that had been done regarding the current herbicide used by Public Works in the Huddelston Pond, and research done for alternative methods of getting rid of the invasive aquatic plant and algae growth issues.

City Manager Meneley presented information given to her by Public Works Director Brown regarding a sample of the invasive aquatic plant in the Huddleston Pond that he had sent to Portland State University (PSU) in 2014. The expert from PSU had identified the plant to be a plant called Brazilian Waterweed. Her recommendation from the Department of Ecology was to use the chemical Fluoridone. This chemical is commonly

used in ponds to control it. She specified that this weed reproduces by rooting fragments of the plant, so it is difficult to get rid of. Traditional cutting only makes it flourish more.

There was discussion about the algae bloom image DEQ had published. Public Works Director Brown said it has been identified as a plant called Duck Weed.

There was discussion about the effective use of barley straw for controlling algae growth. The use of sterile carp for the invasive weed was discussed. Public Works Director Brown said Oregon Department of Fish and Wildlife (ODFW) recommended against using carp in the Huddleston Pond. There was discussion about what Sheridan uses in their pond. The Sheridan Pond is much smaller than Huddleston Pond. The City is not able to drain Huddleston Pond or disturb the bottom of it. There was discussion regarding the aeration of the pond and the overflow for the pond. There was discussion of any possible negative effects of using barley.

Deputy City Recorder Stevens told the Council that Jordan Anderson and Keith Nasman from the YSWCD will be visiting Huddleston Pond in Willamina on Monday October 23, 2023, at 4:30 p.m. All the councilors were invited to the meeting.

There was discussion of steps moving forward. Deputy City Recorder Stevens said she would check with Sheridan to see how they treat their pond, investigate any negative effects of the use of barley straw in ponds, and investigate alternative treatments for controlling invasive aquatic plants.

MOTION: Councilor Johnson made a motion to table the conversation until the next council meeting. Councilor Klym seconded the motion. Motion carried with a unanimous vote.

3. December TMDL Work Session -

City Manager Meneley told the Council that Elizabeth Sagmiller of E & S Consulting would like to return to do a work session regarding next steps of the TMDL Implementation. The work session is scheduled for 5:00 p.m. on December 12, 2023, before the regular city council meeting. Dinner will be provided.

INFORMATIONAL REPORTS

- 1. Chamber Liaison – Mayor Skyberg** - Chamber has been working on replacing some of the light bulbs for the swag that hangs over the streets for Christmas and have added more snowflakes this year.
- 2. Yamhill County Transit Authority Board Member – Councilor Johnson** – The Board has a meeting this month and he will give a report next month. For now, fares are still

free.

- 3. Library Board Liaison – Councilor Hernandez** – was not able to attend the last meeting. She referred to the report from Library Director Frost that was included in the council packet. The October Library Board meeting will be held via Zoom only.

MAYOR'S REPORT

Mayor Skyberg reported that she met with City Manager Meneley and the Mayor and City Manager from Sheridan. They discussed development code, home occupation licenses, and importance of networking and working together.

Mayor Skyberg said she attended two days of the Main Streets of Oregon Conference in Independence and really enjoyed it. She also attended a meeting at the Huddleson Pond in Willamina with Representative Lucetta Elmer and House Representative Rayfield, Public Works Director Brown and City Manager Meneley to discuss the state of the bank erosion, hopefully to get some funding. Also visited the pump track.

Deputy City Recorder Stevens mentioned learning that Hood River took over the maintenance and care of an ODOT street going through their downtown to have complete control over the use of the street.

INFORMATIONAL REPORTS FROM CITY OFFICERS

- 1. City Manager** – City Manager Meneley reported on several conferences that the city staff attended in the month of October. She also reported that the Code Enforcement vehicle is currently broke down and the city is looking for a repair for it.

City Manager Meneley spoke about the conference for Main Streets of America and how their program works with upgrading downtown areas. She discussed the conferences for the League of Oregon Cities, Oregon Association of Court Administration and Oregon Association of Financial Officers. She said it is currently open enrollment time for City employee's insurance. She also discussed the visit from Representative Lucetta Elmer and House Speaker Dan Rayfield regarding the requested levy funds that they are going to try again to receive this year.

City Manager Meneley gave an update on the pond levy funding. She said the City originally had \$100,000 dollars set aside for Geotech engineering using an 80-20 grant, which is 80% fund with a 20% grant. The city is now going to ask for up to 30% for design planning, will hear from Finance Manager Clark to assess what the city can give. The city also is waiting to hear back on some Congressional funding dollars that have been earmarked for the city and now have been applied for.

City Manager Meneley discussed the topic of the next Planning Commission meeting,

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intentionally clarifying that information should not be overshared with the City Council because any appeals for decisions made by the Planning Commission will be brought to the City Council for review. She discussed phases three- six of Tim Wenger's Ridgeview Heights Subdivision that the Planning Commission will review. They will meet on October 24, 2023, at 6:00 p.m.

The State required backflow device testing moving forward with the goal to have 69%-93% by November 20, 2023. In December City Staff will meet with Oregon Health Authority to review the progress and request that the correction plan be deemed complete. .

There are currently four businesses in the city that have not gone through the proper steps to become businesses with permitting and licensing. The city is working with them to get them to move their business applications forward.

2. **Library Director** – Library Director Frost was on an excused absence and provided a library report for the council which is included in the Council packet. City Manager Meneley shared that the library has been having trouble with their internet and there is work being done to repair it as soon as possible.
3. **Public Works Director** – Public Works Director Brown shared the attached pictures of the new water intake structure, pictures of the in-water work, and inside with the doors and screens. He said that the restrooms at Oaken Hills Park are finished and approved by the building inspector and are now just waiting for the solar powered locks to arrive and be installed. He said the equipment for the outer ring of the pump track is scheduled to be delivered on the October 16, 2023, and the ramp company crew will come later in the month to install it.

City Manager Meneley said there will be a groundbreaking ceremony at the beginning of construction on the pump track and she will email the council when they decide on a date so the councilors can attend it if they want to.

There was discussion of whether there are other places on the South Yamhill Riverbanks where any erosion has been happening heading through Willamina. Public Works Director Brown said he hasn't noticed any; he has noticed some settling but not erosion.

4. **Sheriff's Report (provided in Agenda packet)**
5. **Code Enforcement (provided in Agenda packet)**

COUNCIL COMMENTS

1. Council President Baller commented on how nice the flowers are in town. She also shared that she would like to have a quarterly update on approved housing, construction, and businesses happening in town. City Manager Meneley gave a short

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recap of the most recent activities regarding those items. It was explained that Planning Commission only meets when there is an agenda and there have been a limited number of meetings during 2023. Phases of the Ridgeview Heights, infill project on Cherry Street that was approved almost two years ago is under construction, and business applications are being processed for several new businesses.

2. Mayor Skyberg commented on how much work Public Works Director Brown puts into making sure the flower baskets are taken care of. He designed and installed that water irrigation systems that water the annual baskets, he preps the areas for basket delivery, and cleans up the systems preparing them for winter.
3. Councilor Klym asked that if anyone has any pictures of Huddleston Pond when it is at the height of algae and plant growth season, please bring them to the visit with the representatives from the YSWCD.
4. Councilor Hernandez mentioned that the grocery store has new owners.

ADJOURN

MOTION: Councilor Hernandez motioned to adjourn the meeting at 7:34 p.m. Councilor Klym seconded the motion. Motion carried with a unanimous vote.

The meeting was adjourned by Mayor Skyberg at 7:34 p.m.

Time and Date of Next Council Meeting

The next City Council Regular Meeting will be held on November 14, 2023, at 6:00 p.m.
West Valley Fire Station
825 NE Main Street
Willamina, OR. 97396

Information regarding the above meeting(s) and Zoom access information can be found on the City of Willamina website at <https://www.willamina.oregon.gov>

Minutes submitted by Deputy City Recorder Krystal Stevens

Minutes Approved by Mayor Ila Skyberg





10/03/2023





09/07/2023



09/14/2023



09/14/2023

Regular Agenda

**City Of Willamina
Staff Report –
FOR THE CITY COUNCIL MEETING OF NOVEMBER 14, 2023**

**TO: MAYOR AND CITY COUNCIL
FROM: BRIDGET MENELEY, CITY MANAGER
SUBJECT: POLICE CONTRACT(S)**

ISSUE

Shall City Council authorize City Staff to enter discussions with the Yamhill County Sheriff's Office and the Confederated Tribes of Grand Ronde Tribal Police Department regarding the questions and concerns for coverage for the City of Willamina?

SUMMARY AND BACKGROUND

1. For many years the City of Willamina has contracted with the Yamhill County Sheriff's Office for Police Services. The current contract states that the County shall provide Two (2) patrol deputy full-time equivalent positions.
2. City Staff Communicates and has the support of their contracted patrol deputy's management teams.
3. The Yamhill County Sheriff's Office Accreditation
 - a. Accreditation gives agencies objective confirmation that their policies and practices comply with a higher level of professional standards.
 - b. Accreditation by OAA provides benefits to both the citizens of Yamhill County and the employees of the Yamhill County Sheriff's Office.
 - c. For the citizens, being accredited means that your Yamhill County Sheriff's Office can provide more efficient and effective services to the community, and it enhances public confidence in your Sheriff's Office.
4. Police Departments, Nationwide, have experienced a staffing shortage. Yamhill County Sherriff's Office is included in that shortage and is not able to maintain an adequate minimum staffing level safely and effectively conduct policing for the entire County.
5. Yamhill County Sheriff's Office and the Confederated Tribes of Grand Ronde Tribal Police Department work very well together and coordinate coverage for the City of Willamina when the Yamhill County Deputies response time will be delayed when a request for coverage is called into the dispatch center.
6. The Confederated Tribes of Grand Ronde Tribal Police Department has approached City Staff to inquire about acquiring the police contract stating:
 - a. The Police Chief has approval from his Council to speak with the City of Willamina about coverage.
 - b. He states that he would be able to provide three full-time equivalent deputies, a supervisor, and an adequate minimum staff level allowing for additional coverage when individuals are taking time off.

- c. He states there would be an increase in community engagement opportunities and would working collaboratively with City Staff.
- d. The financial impact could potentially be less than the current cost of our police contract.

ACTION REQUESTED/PROPOSED MOTION

Options:

1. City Staff recommends that the Council move to authorize City Staff to engage in conversations with Yamhill County Sheriff's office about ways to improve the level of service. **Or**
2. City Staff recommends that the Council move to authorize City Staff to provide both police jurisdictions the message that they will need to collaborate with one another to about their coverage areas and processes. **Or**
3. City Staff recommends that the Council move to authorize City Staff to with the Yamhill County Sheriff's Office and the Confederated Tribes of Grand Ronde Tribal Police Department regarding the questions and concerns regarding coverage of the community.

Exhibit:

- A. Yamhill County Sheriff's Office Contract (in packet)
- B. Written proposal from CTGR PD of potential coverage. (will be delivered Tuesday)

Bridget Meneley

Bridget Meneley, City Manager

AGREEMENT FOR POLICE SERVICES
(City of Willamina 2023-2024)

THIS AGREEMENT is made the last dates set forth adjacent to the signatures of the parties, to be effective July 1, 2023, by and between **YAMHILL COUNTY**, Oregon, a political subdivision of the state of Oregon, acting by and through the Sheriff's Office, ("the County") and the **CITY OF WILLAMINA**, a municipal corporation of the State of Oregon ("the City").

RECITALS

- A. ORS 190.010 and 206.345 allow cities to contract with county sheriffs and governing bodies for the provision of county police services to incorporated cities.
- B. The City desires to continue to contract with the County for Yamhill County Sheriff's Office to provide police services within the City. County is agreeable to providing police services on the terms and conditions set forth in this agreement from July 1, 2023, through June 30, 2024.
- C. This agreement supersedes and replaces the prior police services agreement between the parties that expires June 30, 2023. NOW, THEREFORE,

AGREEMENT

In exchange for the mutual promises and obligations as set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

SECTION 1. SCOPE OF SERVICES. The County agrees to provide police protection within the corporate limits of the City to the extent and in the manner described in this section. The police services shall encompass duties and enforcement functions of those normally undertaken by Yamhill County Sheriff's Office under the statutes of the State of Oregon. Such services shall include public safety, criminal law enforcement, issuing of citations based on City ordinances, traffic enforcement, preparation of police reports and/or attendance at council meetings, and related services that are within the legal authority of the Sheriff to provide.

SECTION 2. MANAGEMENT BY COUNTY. Subject to applicable bargaining agreements and law, the rendition of such service, standards of performance, discipline of officers, personnel issues, and other matters incident to the performance of such services shall be subject to the control of the County. However, if the City is unhappy with any such items, the parties will attempt to resolve the dispute through a joint meeting of a representative of the Sheriff's Office and the City Manager. In addition, management of deputies by the County will be subject to the following:

- a. **County to provide monthly schedule.** Deputies assigned to the City shall maintain schedules on a monthly basis which will set forth the time deputies spend within the City.
- b. **Scheduling of Deputies.** The City shall recommend the schedule to the extent feasible. The County agrees to exercise its best efforts to accommodate the City's desired schedule for deputies assigned to provide police services under this agreement but retains ultimate authority to schedule.

- c. **Areas of Assignment.** The County agrees to exercise its best efforts to accommodate the City's desired target areas for police services under this agreement. The City will communicate desired target areas to County's supervisor. The supervisor will use all reasonable efforts to fulfill the City's request.
- d. **Deputies shall do Paperwork in the City.** The County and deputy(s) assigned to the City will use every reasonable effort to perform report-writing and other office-based functions of law enforcement in the City to maximize the number of hours which the assigned deputy(s) remains within the City.

SECTION 3. COUNTY FURNISHES LABOR AND MATERIALS; CITY FURNISHES OFFICE SPACE. For the purpose of performing these functions, County and City shall provide the following:

- a. **County's Requirements.** The County shall furnish and supply all labor, supervision, equipment, vehicles, communication facilities, and supplies necessary to provide the services described in Section 1, including any necessary secretarial or record keeping services.
- b. **City's Requirements.** The City shall provide sufficient office space within the City limits for County personnel to perform services under this agreement. The City shall provide and pay for utilities costs, except that the County shall provide and pay for its own telecommunications needs.

SECTION 4. PERSONNEL COMMITMENTS.

- a. **Full-Time Equivalent (FTE) Assigned to the City.** The County shall provide TWO (2.0) patrol deputy full-time equivalent positions. All County personnel assigned to provide services under this agreement will be certified by DPSST to perform the services described in Section 1.
- b. **Full-Time Equivalent (FTE) Defined.** As used in this section, an FTE means a full-time equivalent position. One (1) FTE constitutes approximately 2,080 hours per year, less time used for the following purposes: leaves authorized by the collective bargaining agreement or state or federal law; court time; training time related to maintenance or enhancement of proficiency; and any other function directly related to job performance as an employee of the County.
- c. **Extra Personnel to the City; Temporary Absence from the City.** When available, the County shall provide, at no cost, extra patrol for the City if emergency backup or coverage is needed. Deputies assigned to the City will not be sent out of the City to surrounding calls, unless it is necessary for the deputy(s) to provide backup or make a first response to an emergency. When response to a surrounding call is made, the deputy(s) will return to the City as soon as a rural patrol deputy or other law enforcement official has relieved the deputy(s).
- d. **City Representatives Authorized to Request Emergency Patrols.** The City Manager is authorized to request special or emergency patrols or response by the Sheriff, and the Sheriff will abide by the request if adequate personnel, in the Sheriff's sole determination, is available; provided, however that the City shall reimburse the County at the County's cost for personnel time spent on special or emergency patrols or responses requested and provided under this paragraph.
- e. **Authority to Reallocate Time or Share Deputies by Separate Agreement between Authorized**

Representatives of Cities. The City and the County recognize that the County has separate police services agreements with the City and the City of Sheridan. On occasion, authorized City representatives appointed under subsection (d) may determine County deputies assigned to work under one city's police services agreement should be shared with the other city. For example, the authorized representatives may agree that a patrol deputy on duty within the City should patrol areas or respond to calls within the City of Sheridan, and vice versa. The County agrees to exercise its best efforts when providing services under this agreement to comply with any mutual, written agreement of authorized representatives of the City and the City of Sheridan to temporarily reassign or share patrol deputies; **provided, however,** both cities shall be required to pay the County the compensation stated in their respective police services agreements without offset or recomputation for time a deputy assigned to one city spends in another.

SECTION 5. PERSONNEL EMPLOYED BY THE COUNTY. All persons employed in the performance of this agreement shall be County employees. The County acts as an independent contractor under this agreement. The City shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to any County personnel performing services herein for the City. Except as otherwise specified herein, the City shall not be liable for compensation or indemnity to any County employee for any injury or sickness arising out of the employee's employment with the County. The County shall comply with ORS 656.017, which requires it to provide workers' compensation coverage for its subject workers.

SECTION 6. THE CITY'S RECIPROCAL INDEMNIFICATION. The County, its officers, and its employees, shall not be deemed to have assumed any liability for acts of the City, or of any officer, employee, or agent thereof, and, subject to the limits of the Oregon Tort Claims Act and the Oregon Constitution, the City hereby covenants and agrees to hold and save the County and all of its officers, agents, and employees harmless from all claims whatsoever that might arise against the County, its officers, agents, or employees, by reason of any act of the City, its officers, agents, and employees.

SECTION 7. THE COUNTY'S RECIPROCAL INDEMNIFICATION. The City, its officers, and its employees, shall not be deemed to have assumed any liability for acts of the County, or of any officer, employee, or agent thereof, and, subject to the limits of the Oregon Tort Claims Act and the Oregon Constitution, the County hereby covenants and agrees to hold and save the City and all of its officers, agents, and employees harmless from all claims whatsoever that might arise against the City, its officers, agents, or employees, by reason of any act of the County, its officers, agents, and employees.

SECTION 8. TERM AND TERMINATION OF AGREEMENT.

- a. **Term.** Unless terminated in accordance with subsection (b), the term of this agreement is from July 1, 2023, through June 30, 2024.
- b. **Termination for Any Reason.** Either party may terminate this agreement on ninety (90) days written notice to the other party. Termination shall not excuse liabilities incurred prior to the termination date.

SECTION 9. COMPENSATION BY CITY.

- a. For the period July 1, 2023, to June 30, 2024, the City will pay to the County, for performance of

the duties identified in Section 1, the sum of \$358,553.45, in monthly installments of \$29,879.45, as set forth in Exhibit A. Payment is due by the 15th day of the month in which services were provided.

b. The County shall exercise its best efforts to notify the City in writing of any proposed rate adjustment for the subsequent fiscal year no later than April 30.

SECTION 10. TRANSFER OF ORDINANCE ENFORCEMENT AUTHORITY. Upon execution of this agreement and during its effective term, the police authority of the City for enforcing City ordinances is transferred to Yamhill County Sheriff's Office. For the limited purpose of compliance with applicable city charters, the City upon execution of this agreement hereby designates the Yamhill County Sheriff as the Chief of Police of said City.

SECTION 11. INCORPORATION. The introductory paragraph and recitals appearing at the beginning of this agreement are hereby incorporated into and made a part of this agreement as if fully set forth herein.

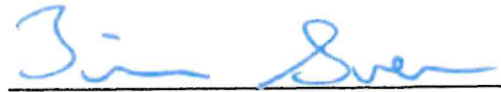
DONE the dates set forth adjacent to the signatures below.

CITY OF WILLAMINA, OREGON

YAMHILL COUNTY, OREGON



ILA SKYBERG, Mayor




TIM SVENSON, Sheriff

Date: 6-22-2023


Date: 6/22/2023

ATTEST:

ATTEST:



BRIDGET MENELEY, City Manager



LINDSAY BERSCHAUER, Chair
Board of Commissioners

Date: 6.22.2023

Date: 6.29.23

APPROVED AS TO FORM:

Accepted by Yamhill County
Board of Commissioners on
6.29.23 by Board Order
B.O. 23-245

By: 

CHRISTIAN BOENISCH, County Counsel

Date: 6/30/23

YAMHILL COUNTY SHERIFF'S OFFICE 2023-2024 DEPUTY COSTING

POSITION	RANGE/ STEP	BASE		MOS.	AMOUNT	CERT /LONG	TOTAL	HEALTH		RETIR	FICA	MEDICARE	Disability Ins	ACCID		UNEMP	WIC	Time Loss	OR PD FML LV	TOTAL
		SALARY						INS	INS					INS	INS					
Deputy	12/6	7166.23	12	86,031	7.743	9%	83,774	20,157	23,757	5,814	1,360	323	1,997	94	26	94			147,311	
							8,107		2,065	503	118	323	173	8					11,266	
Deputy	12/8	8284.88	12	95,419	8.948	9%	108,366	20,157	27,465	6,719	1,571	323	2,308	108	26	108		433	187,044	
							9,388		2,375	581	136	323	200	9					12,982	
							219,616	40,314	55,662	13,616	3,184	1,292	4,678	220	52	220		809	\$ 338,633.45	
PERSONNEL COSTS																				
(2 Deputies)																				
OVERTIME																				
(2 Deputies x 10hrs/month)																				
VEHICLE COSTS																				
(2 vehicles x 50 miles @ .69/mi x 264 days)																				
UNIFORMS																				
(2.0 FTE * \$71/mo.)																				
TOTAL COST																				
Cost per month																				
Health & Life Insurance																				
Retirement																				
FICA																				
Medicare																				
Disability Insurance																				
Accident Insurance																				
Unemployment Insurance																				
Worker's Comp. Assessment																				
Time Loss																				
Oregon Paid Family Leave																				

2021-2022 \$346,735.66 3.41%



2022-2023 ANNUAL REPORT

\$125K OPERATING BUDGET

REVENUES:

CCRLS - \$26K
CITY - \$86K
OTHER - \$13K

EXPENDITURES:

SALARIES/BENEFITS - \$96k
COLLECTION - \$4k
OTHER - \$25k

COLLECTION STATS

12,784 Print Items
2,488 Video Items
815 Audio Items
284 'Other' Items
61,276 e-Books
38,675 digital Audiobooks
31,747 digital Videos
8 Local Databases

*databases and digital resources are provided through CCRLS and State resources

CIRCULATION STATS

965 Registered Users

ADULT MATERIAL CHECKOUTS: 9,434
TEEN MATERIAL CHECKOUTS: 988
CHILDRENS MATERIAL CHECKOUTS: 4,397
OTHER MATERIAL CHECKOUTS: 393
LOCAL DATABASE RETRIEVALS: 315
E-CONTENT CHECKOUTS: 2,156
ITEMS LOANED TO OTHER LIBRARIES: 10,495
ITEMS BORROWED FROM OTHER LIBRARIES: 4,219
CIRCULATION TO NON-RESIDENTS: 5,744

*NON-RESIDENTS: PATRONS WHO RESIDE OUTSIDE WILLAMINA CITY LIMITS

PROGRAMMING

66 Programs
747 in Attendance

Staff, Volunteers, Operations

Sarah Frost, Library Director (.8 FTE)

*Library Director served as Interim City Manager (May-Dec)

Karla Johnson, Library Assistant (.8 FTE)

Richard Guscott, Youth Coordinator (.4 FTE June-Dec)

Maeryn Roberts, Teen Assistant (June-Dec)

Sydney May, Summer Teen Assistant (June-Aug)

15 Volunteers = 624 Hours

Open 1,035 Hours

*we close the last week of the calendar year (December)

**we had closures and a modified schedule in February

6,216 Library Visits

Statistics Reporting Burden : approx. 20 hours

Library October 2023 Monthly Report, Sarah Frost, Library Director

October did not show any signs of slowing down for our little library. We opened our Community Kitchen Pantry and started to track usage. This information can help us to research, and hopefully secure, food security grants.

In October we also welcomed the West Valley Fiber Enthusiasts to begin using our space on a monthly basis. This program will run the 2nd Monday of each month and is open to all ages.

The Youth Programming volunteers met on October 18 to discuss plans for our annual Winter Celebration. The year, the Winter Celebration will be held January 3rd through January 6th, and will feature activities, gaming, movies, and more.

Library Patron Visits: 749

*this does not include programs held outside operational hours and/or that are held off-site

Number of Library Pantry uses: 99

Programs Held: 6

Attendance: 155

Book Club (monthly)

Homeschool Hangout (weekly)

Fiber Enthusiasts (monthly)

Astronomy Club (monthly)

Passive: Take-home crafts

Passive: Scavenger Hunt

Circulation: 1586

*number of item checkouts and renewals

Hold Item Pull: 999

*number of items pulled from our shelves to fill holds within CCRLS

*CCRLS: Chemeketa Cooperative Library Service

Friends of the Library, Love our Library

501c3 Friends of the Library: a board has been established and they are writing a mission statement and bylaws. The Board is scheduled to meet the first Tuesday at 6:30PM.

Love our Library Fundraising: Next meeting is January 14, 2:00 PM.

Next Fundraiser: TBD

Library Board:

The Library Board met October 17.

Meeting minutes are available upon request. Recordings are also available on YouTube.

The November meeting was moved to November 28, due to the 21st being the week of the holiday.

Current Library Board:

NAME	Appointment	Current Term Start	Term End	Current Term
Tyler Crook	Full 2021	September 2021	September 2025	1st
Tracy Dillon	Full 2017	September 2021	September 2025	2nd
Jennifer Eckels	Partial 2023	September 2020	September 2024	partial
Katherine Ljungqvist	Partial 2023	September 2020	September 2024	partial
Kepola Napoleon	Partial 2019	September 2021	September 2025	1st
Emily Sims	Full 2021	September 2021	September 2025	1st
Willamina School District	Partial 2021	September 2022	September 2026	N/A



OREGON ARTSWATCH

ARTS & CULTURE NEWS

(<https://www.ortswatch.org>)

SPiritual MOMENTS
Featuring Titus Underwood & Leroy Bynum

November 11-12, 2023
PORTLAND - TROUTDALE

Tickets starting at \$33

PORTLAND COLUMBIA SYMPHONY
pcsymphony.org

(<https://pcsymphony.org/events/spiritual-moments/>)

Search...



Willamina Public Library: The little library that could

The library has weathered budget and staff cuts, an unwieldy inventory, and the pandemic to deliver everything from books to workshops, games, and homeless outreach to the Yamhill County community of 2,200.

NOVEMBER 8, 2023 |

DAVID BATES([HTTPS://WWW.ORARTSWATCH.ORG/AUTHOR/DAVID-BATES/](https://www.ortswatch.org/author/david-bates/))
CULTURAL HUBS ([HTTPS://WWW.ORARTSWATCH.ORG/CATEGORY/CULTURAL-HUBS/](https://www.ortswatch.org/category/cultural-hubs/)),
CULTURE ([HTTPS://WWW.ORARTSWATCH.ORG/CATEGORY/CULTURE/](https://www.ortswatch.org/category/culture/)), FAMILY ([HTTPS://WWW.ORARTSWATCH.ORG/CATEGORY/FAMILY/](https://www.ortswatch.org/category/family/)), LANGUAGE ARTS ([HTTPS://WWW.ORARTSWATCH.ORG/CATEGORY/LANGUAGE-ARTS/](https://www.ortswatch.org/category/language-arts/)), MEDIA ([HTTPS://WWW.ORARTSWATCH.ORG/CATEGORY/MEDIA/](https://www.ortswatch.org/category/media/)), YAMHILL ([HTTPS://WWW.ORARTSWATCH.ORG/CATEGORY/YAMHILL/](https://www.ortswatch.org/category/yamhill/))

Move over, Tiny Tim!
There's a new waif in town!

Ludlow Ladd
The Poor Little Orphan Boy
A Fractured Holiday Operetta

Music by: Gerard van Marcke
Lyrics by: Mungli Cobby

December 7-17, 2023

BRIDGETOWN CONSERVATORY OF MUSICAL THEATRE

(<https://bridgetownconservatory.org/performance>)



Tyler Crook, chair of the Willamina Public Library board, leads a Saturday drawing workshop. Crook, a professional comics artist, says, "We live in some pretty challenging times and libraries are uniquely suited to provide the things that our community needs." Photo by: David Bates

Kalakendra
PERFORMING ARTS
Presents

An Evening of Indian Classical Music
Gagandeep Singh, Mandolin
Rajvinder Singh, Tabla

Friday, November 17, 2023 at 7:30 pm
First Baptist Church, 909 SW 11th Avenue, Portland OR 97205

Tickets at www.kalakendra.org - Adults: \$25 (\$30 at door)
All venue only - Children (12 yrs) - \$32.50 Students (with ID) - \$13
Admission is FREE for 2023 Friends of Kalakendra and Members

This concert is sponsored in part by
Association of Seniors of Indian Origin (ASIO), asio-pdx.org

Kalakendra Limited E-mail: info@kalakendra.org

(<https://www.kalakendra.org/>)

Monday on a gray Saturday in October, Richard Guscott, sporting a Mario Brothers sweatshirt and jeans, presides over a sprawling, custom gaming table. Hand-crafted and -painted rivers, valleys, dead trees, and ruins populated by the plastic figures of a Warhammer session await a few young men who will be arriving shortly.

“We’re just getting ready for our game today,” he said as I walked into the Willamina Public Library (<https://www.willaminaoregon.gov/departments/library/?fbclid=iwar2m2uwyawnac7kdvqgw6meuh8wbeithdcsww3bdmfufg806uy2-avtfu>). He credits the imaginary world spread out before him to his friend Caleb Wellbrock, whose son is playing back in the stacks with Guscott’s son. Nearby, curled up in a chair, a 20-something woman plays a video game on a Switch. Elsewhere in the library, a couple of children can be heard talking quietly in the stacks.

There are books here, of course, and in 2022 more than 15,000 flew off the shelves for both adults and children. But depending on the time, day, and season you drop by this green, ramshackle pole-barn building that used to house the city’s fire trucks and ambulances, you’re likely to see any number of activities not directly connected with reading.

OREGON’S CULTURAL HUBS: An occasional series

You might wander into a meeting of the South Yamhill River Astronomy Club (<https://www.willaminaoregon.gov/astronomy-club/>) or find the library’s 3-D printer in use in an area set aside for “makers.” If he’s not leading a role-playing game, Guscott might be presiding over a Project STEAM (<https://www.willaminaoregon.gov/project-steam/>) workshop for teenagers. You might find a professional comics artist teaching children and adults how to draw or make zines. You could find a computer coding class, or an elderly couple doing ancestry research on a computer. Or locals watching a film.

Of course, it is a library, so it could be story time.

This is the Little Library That Could, and under the leadership of Library Director Sarah Frost, with help from a small but spirited team of volunteers, it has emerged as a very busy gathering place in this rural community of about 2,200. “The library absolutely is a cultural hub, and the passion Sarah brings to the library and the community is incredibly infectious,” said Guscott, who works part-time as a clerk — and volunteers a lot, too.

Sponsor

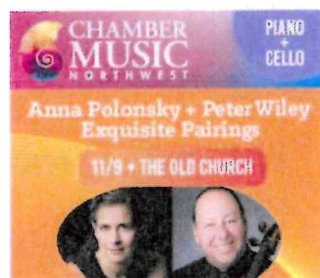
(<https://pcsymphony.org/events/spiritual-moments/>)

“It’s really hard to talk about Sarah without sounding like a maniac,” said Tyler Crook, who chairs the city’s library board. “The story I tell most often about Sarah is that when my wife and I were considering buying a house in Willamina, we stopped by the library to check it out and started talking to Sarah. She’d only been in the library position for a little while at that point, but she spoke so passionately about the community that it helped us make the decision to move here.”

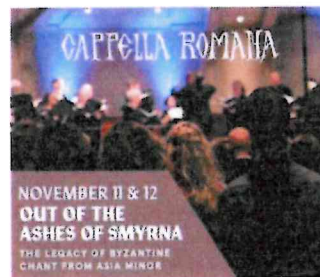


([https://www.pcs.org/liberace-liza-holiday-at-the-mansion-a-tribute?](https://www.pcs.org/liberace-liza-holiday-at-the-mansion-a-tribute?utm_source=artswatch&utm_medium=display&utm_campaign=liberace-liza-holiday-at-the-mansion-a-tribute)

[utm_source=artswatch&utm_medium=display&utm_campaign=liberace-liza-holiday-at-the-mansion-a-tribute](https://www.pcs.org/liberace-liza-holiday-at-the-mansion-a-tribute?utm_source=artswatch&utm_medium=display&utm_campaign=liberace-liza-holiday-at-the-mansion-a-tribute))



(<https://cmnw.org/concerts-tickets/all-concerts-events/anna-polonsky-peter-wiley/1941>)



(<https://cappellaromana.org/concert/out-of-the-ashes-of-smyrna/>)



(<https://cascadiacomposers.org/conflict-and-resolution/>)



(<https://whitebird.my.salesforce->



The Willamina Public Library is open four days a week in a building that used to house the city's fire trucks and ambulances. Plans for a new space ran aground in 2008, due to lack of both funds and a site for a new building, but the dream has not died. Photo by: David Bates

Economically, Willamina is familiar with struggle. A few years ago, a study showed more than half the households in Yamhill County either below the poverty line or in that economically liminal space of not necessarily poor but living with a day-to-day balancing act of meeting basic household needs. In Willamina, that figure is more than 80 percent.

As the community has struggled, so has the library.

Back in 2008, plans for a new, larger space got as far as rough sketches before the project ran aground, lacking both funds and suitable property for building. Eight years later, in the summer of 2016, an interim city manager trying to balance the budget eliminated two full-time library positions for a library that was used little.

That jeopardized Willamina's membership in the Chemeketa library cooperative (<https://ccrls.org/>) that comprises 17 libraries in Yamhill, Marion, and Polk counties, so the city put up the bare minimum: a 20-hour library position. They hired Frost, a 1999 Willamina High School graduate who had spent a few years working at Starbucks and in Spirit Mountain Casino's human resources department before being hired as Willamina's code-enforcement officer.

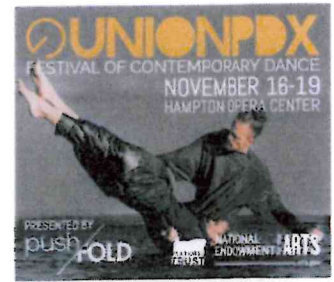
What Frost found in the library was dead space. There were too many books, no volunteers, and other than some youth activities in the summer, very little programming.

"There was an excess of inventory," she told me. "It was overwhelming, the collection couldn't really breathe, and people weren't encouraged to go in and browse. You had to know what you wanted and where it was. It was a much quieter library then. Other than summers, I'd have been lucky to see five people a day who would come in to see the library."

Sponsor



(<https://cascadiacomposers.org/conflict-and-resolution/>)



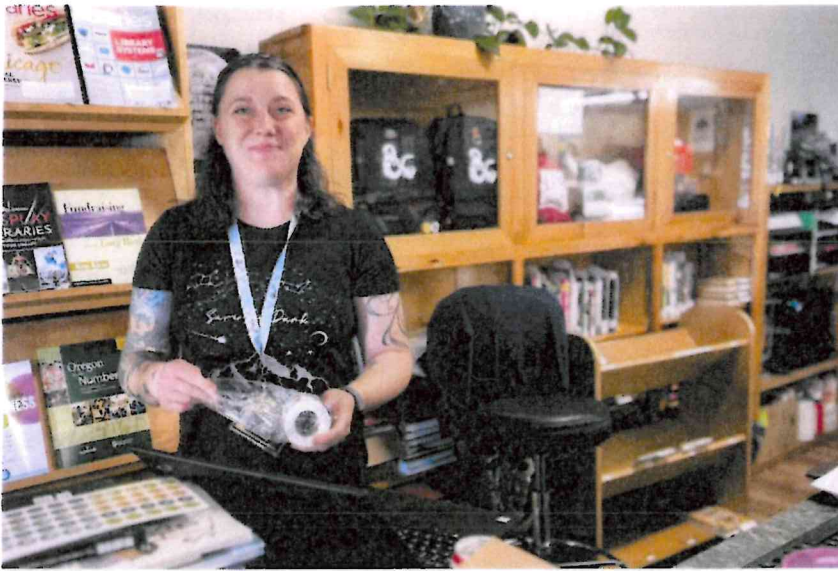
(<https://www.pushfold.org/unionpdx>)



(<https://playmys.org/concerts-downtown/>)



(<https://pcsymphony.org/events/spiritual-moments/>)



When Willamina Library Director Sarah Frost was hired in 2016 to help the struggling library, she faced a daunting task. “I spent a good solid year going to chamber of commerce meetings and connecting with Kiwanis and civic clubs and just talking about libraries and what libraries can do for communities,” she says. Photo by: David Bates

Frost saw her first mission as rebuilding the library’s relationship with residents.

“We needed people to want to use the library before I could justify moving forward and trying to get funding,” she said. “I spent a good solid year going to chamber of commerce meetings and connecting with Kiwanis and civic clubs and just talking about libraries and what libraries can do for communities.”

Frost attended school here, so she had street cred that enabled her to connect with local teachers. In Willamina, the entire school district has one library, but it’s in the elementary building, which means teenagers don’t often go there. So Frost started personally delivering young adult material to the high school’s freshman English class once a month. She also helped teach basic computer coding in the kindergarten class.

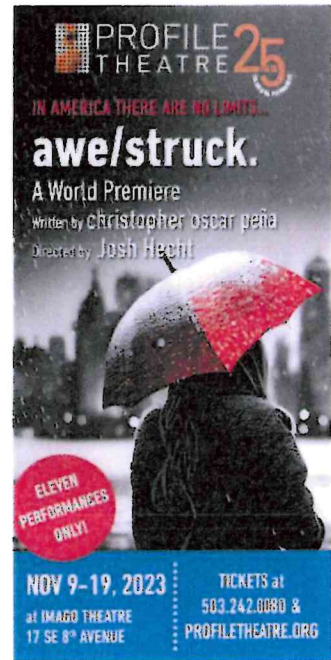
Then there was the monumental task of dealing with the library’s collection, which was simultaneously too big and not enough. The library had children’s books and materials for adults, but little in the YA category. The library’s few graphic novels were scattered.

Frost started recruiting volunteers, talking up the library with anyone who would listen.

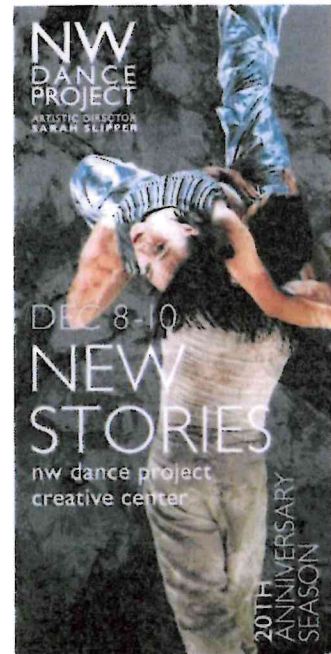
“These were people who are very passionate about what the library could be, and they helped me that first year going through the inventory, looking at what hadn’t been touched in five years and was just gathering dust,” she said. “It was a heavy project, just getting the collection down to where it would fit on the shelves.”

Kepola Napoleon, a homeschool parent who started bringing her toddlers to the library in 2017, is among those who came for the books but realized a larger project was in the works.

“Sarah’s aspirations for the library were a huge motivator,” she said. Volunteering here and there led to more ambitious efforts. Napoleon joined the Love Our Library fundraising committee, which she’s chaired since 2019, in addition to serving on the library board.



(<https://profiletheatre.org/awestruck/>)



(<https://nwdanceproject.org/performances>)



Richard Guscott (left) and Willamina Public Library patrons ready for a Warhammer game session. Photo by: David Bates

Between the committee's fundraising efforts and a flurry of grant-writing, Frost was able to secure about \$24,000 for renovation projects. She got help from students at Portland State University thanks to one of her many local connections. Tracy Dillon (<https://www.pdx.edu/english/profile/tracy-dillon>), a local resident, teaches a PSU class in grant-writing and sits on the library board. The students also helped her apply for another grant for technology improvements. She's still awaiting word on that, as well as another grant application.

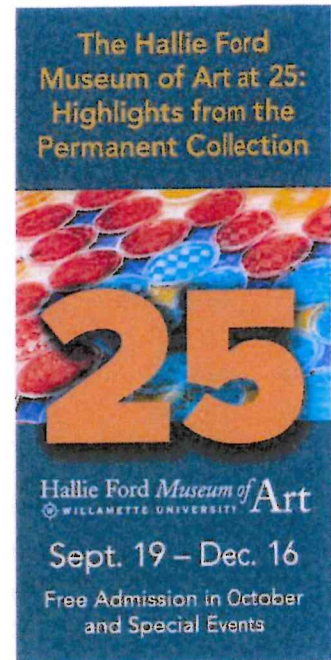
With those financial resources, the city's help, and volunteer labor, supporters were able to remake one side of the interior. An office wall was removed to make room for computers; shelves were arranged to create a conference/meeting space. A new rug was added to the children's area. Acquisitions included more young adult books and videos. Like most libraries these days, it's also possible to check out board games. A shelf contains materials curated for homeschool families.

The comics and manga shelf, while small in comparison to those in McMinnville and Salem, is impressively stocked. Frost had some excellent help there. Crook is a comics artist (<https://www.mistercrook.com/>) whose *Harrow County* series was published by Dark Horse (<https://www.darkhorse.com/>) in 2015. One day, he walked in with a bankers box full of comics donated by the Milwaukie company. You'll occasionally find him at the library at a big table working with children, teens, and adults on drawing, making zines and comics.

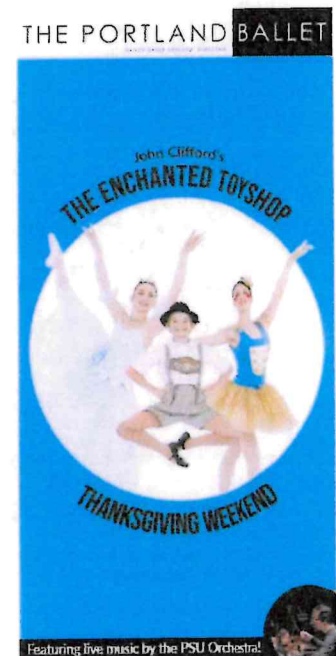
"We live in some pretty challenging times and libraries are uniquely suited to provide the things that our community needs," Crook said. "There has been a growing nationwide movement to expand what it means to be a library. It's not just books, but it's also computers and internet access, it's movies and video games." The library even has a small food pantry and outreach to homeless youth.

"There are very few places where a person can go and hang out and not be asked to spend any money," he continued. "As far as indoor spaces go, the public library is the only place I can think of like that."

Frost's relentless outreach has turned the once-quiet library into a thriving space for creativity, community, and camaraderie. As the Warhammer (<https://www.warhammer.com/en-US/home>) game got going, I got a taste of what's coming this weekend. Rhyne Nelson, a local high school senior and one of the library's faithful patrons, dropped by with one of his latest Perler bead creations: the library logo, created with nearly 3,500 tiny beads sealed into place with an iron.



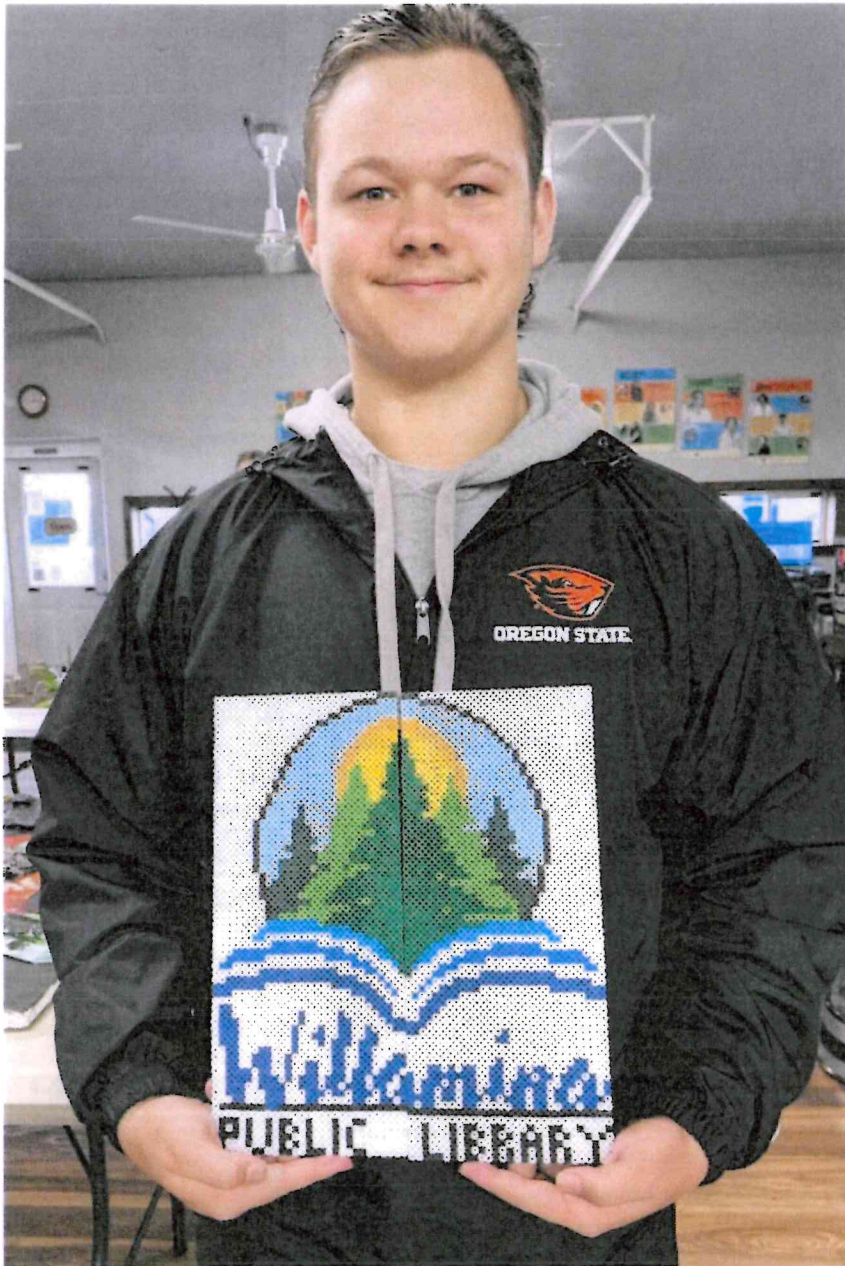
(<https://willamette.edu/arts/hfma/exhibitions/lit24/hfma-at-25.html>)



(<https://theportlandballet.org/performance/thanksgiving-weekend/>)



(<https://www.pdx.edu/arts/>)



Willamina High School senior Rhyne Nelson used 3,480 Perler beads in his depiction of the library logo. Nelson, a library regular, will be demonstrating his craft at the library this weekend during the Willamina Coastal Hills Art Tour. Photo by: David Bates

“I saw it online and thought, ‘I have to try this,’” he said proudly. Nelson pulled out his phone to show another of his creations: an impressive Perler bead rendering of Heath Ledger’s Joker ([https://en.wikipedia.org/wiki/Joker_\(The_Dark_Knight\)](https://en.wikipedia.org/wiki/Joker_(The_Dark_Knight))) from *The Dark Knight* film. This weekend, Nelson will join Crook and seamstress Linda Voeks at the library to demonstrate their work. This will be one of the stops on the two-day Willamina Coastal Hills Art Tour (<https://www.facebook.com/willaminaarttour>), now in its third decade, set for Nov. 10-11.

Nearby, Guscott was busy with several young men on the latest edition of Warhammer, one of many role-playing games he’s into. Some players are experienced, but one is learning as he goes. Guscott, working his phone with the game app, offered a simple takeaway: “If you want to play a game like *Star Wars*, where you use the Force and end up summoning demons, then Warhammer 40K is the game for you.”

I asked him what the players, regardless of age, get out of the game.

“They get math skills, they learn how to collaborate,” he said. “Playing the game is just part of learning how to tell a story and finding a comfort zone. Because we have kids who don’t want to do the role-playing side, they won’t want to be ‘actors,’ but they want to be writers.



(<https://culturaltrust.org/get-involved/donate/>)

orartswatch.org

Gender

Deconstruction

Hannah Krafcik explores the gender nonconforming and trans experience in a series of essays



READ NOW

(<https://www.orartswatch.org/category/gender-deconstruction/>)



(<https://www.orartswatch.org/advertise/>)

And then there's the hobby side, the crafts, and building stuff. So we kind of do everything."

Off to the side, Frost watched all this with a grin.

"What Richie does with this stuff just blows my mind," she said, noting that the younger kids call him "Wizard Richie." "It's amazing how he brings this storytelling and world-building together."

Like everywhere else, the pandemic dealt the library a blow, coming just as volunteers had finished the remodel. But already they were in a better place than four years earlier. Frost added a part-time library assistant, Karla Johnson, in 2017. Supporters soldiered on, and in January of this year, Frost was able to boost Johnson's hours to 32 per week, the same as her own. Guscott started doing part-time work in 2021 thanks to grant funds, and this year he officially joined staff as a part-time clerk.

In 2022, library volunteers logged more than 500 hours. Last summer, more than 1,100 people participated in summer programs. During her tenure, Frost has secured five grants that total more than \$61,000 and is awaiting word on two more.



In 2022, library employee Richard Guscott rode the Willamina Public Library's book bike to bring library services to the local food pantry. The library is working to make this a monthly event next year. Photo courtesy: Willamina Public Library

Dillon, who joined the library board in 2017, said he has a pretty good before-and-after perspective of what Frost has managed to pull off and that "nothing suggests that she's slowing down anytime soon."

"She is a champion of student learning and life-long learning for adults," he said. "Her energy is contagious. She has a talent for recognizing a community need and inventing imaginative ways to address it."

As in 2008, the library is looking to the future. Organizers say there's still much work to be done rebuilding the volunteer stable to pre-pandemic levels. More crucially, establishment of a Friends of the Library nonprofit group, with greater flexibility and latitude in chasing grant money, will enable the group to build on the work done by the more informal fundraising committee.



“The big dream that we currently have visualized is new and much bigger space,” Frost said. “A space to meet the demand for more services in our community. We have plenty to keep us busy while we work up to that future.”

“The most rewarding part of this experience has been that we have created a space that means so much to others,” she added. “People find themselves wanting to be involved. My favorite moments in the library are when activity and energy is high, and the space is alive.”

The Willamina Public Library is at 382 N.E. C St. Hours are 11 a.m. to 5 p.m. Monday-Thursday, with the first Thursday of the month window-service only and special events as announced, sometimes on weekends. The library can also be found on Facebook (<https://www.facebook.com/WillaminaOregonPublicLibrary>) and Instagram (<https://www.instagram.com/willaminapubliclibrary/>). For more information, call 503-876-6182. Frost can be reached by email at frosts@ci.willamina.or.us.

BE PART OF OUR GROWING SUCCESS

Join our Stronger Together Campaign and help ensure a thriving creative community. Your support powers our mission to enhance accessibility, expand content, and unify arts groups across the region.

Together we can make a difference. Give today, knowing a donation that supports our work also benefits countless other organizations. When we are stronger, our entire cultural community is stronger.

DONATE TODAY ([HTTPS://WWW.ORARTSWATCH.ORG/MEMBERSHIP/](https://www.orartswatch.org/membership/))

Photo Joe Cantrell

David Bates (<https://www.orartswatch.org/author/david-bates/>)



(<https://www.orartswatch.org/author/david-bates/>)

David Bates is an award-winning Oregon journalist with more than 20 years as a newspaper editor and reporter in the Willamette Valley, covering virtually every topic imaginable and with a strong background in arts/culture journalism. He has lived in Yamhill County since 1996 and is currently a freelance writer whose clients have included the *McMinnville News-Register*, *Oregon Wine Press*, and *Indulge*, a food-oriented publication. He has a B.S. degree in journalism from the University of Oregon and a long history of involvement in the theater arts, acting and on occasion directing for Gallery Players of Oregon and other theaters in Oregon.

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**Yamhill County Sheriff's Office
Crime Summary for WILLAMINA
From 10/1/2023 to 10/31/2023**

City	UCR Description	10/1/2022 to 10/31/2022	10/1/2023 to 10/31/2023	Percentage Change	YTD	Prior Year
WILLAMINA						
Part 1						
	Aggravated Assault	0	0		1	7
	Arson	0	0		1	1
	Burglary-Business	0	0			4
	Burglary-Residence	0	0		4	5
	Larceny	3	1	-66.67 %	22	37
	Motor Vehicle Theft-Auto	2	1	-50.00 %	2	10
	Rape	0	0		1	
	Robbery	0	0			1
	Part 1 Total	5	2	-60.00 %	31	65
Part 2						
	All Other	3	5	66.67 %	16	19
	Animal Problems	0	0		2	1
	Disorderly Conduct	1	1		4	8
	Drug Laws	1	2	100.00 %	28	66
	DUII	0	0		3	23
	Forgery	0	0		2	1
	Fraud	0	0		2	5
	Kidnapping	0	0		1	
	Liquor Laws	0	0		1	
	Sex Offenses	1	0		5	6
	Simple Assault	3	1	-66.67 %	21	21
	Stolen Property	0	0			5
	Tresspass/Prowler	4	1	-75.00 %	11	17
	Vandalism	2	1	-50.00 %	12	25
	Weapons	0	0		6	17
	Part 2 Total	15	11	-26.67 %	114	214
Part 3						
	All Other	13	4	-69.23 %	60	144
	Total For WILLAMINA	47	22	-53.19 %	303	554



**Yamhill County Sheriff's Office
Crime Summary for WILLAMINA
From 10/1/2023 to 10/31/2023**

City	UCR Description	10/1/2022 to 10/31/2022	10/1/2023 to 10/31/2023	Percentage Change	YTD	Prior Year
WILLAMINA						
	Non-Reportable Offenses	14	5	-64.29 %	98	131
	Part 3 Total	27	9	-66.67 %	158	275
	Total For WILLAMINA	47	22	-53.19 %	303	554

October 2023 Code Enforcement Daily Log

Date	Location	Code Enforcement	Concern	Correction	Follow-up
10/2/23		HELPED DOWN IN THE FRONT OFFICE			
10/2/23	UP ON 5 TH STREET SOMEWHERE		LOOSE DOG	CALLED ABOUT A PITTT/MIX DOG BEING LOOSE HOWEVER HE DOESNT KNOW WHERE THE DOG LIVES. HE WALKS DOWN THE STREET AND DOG IS OUT ON THE PUBLIC STREET WITHOUT OWNER.	AS OF RIGHT NOW I CANT ADDRESS ISSUE UNTIL WE FIND THE LOCATION OF WHERE THE DOG LIVES.
10/2/23	HILL DR		DOG IN HER YARD POOPING AND PEING	DOG IN HER YARD POOPING AND PEING IN YARD HOWEVER WE DONT KNOW WHERE THE DOGGE LIVES.	AS OF RIGHT NOW I CANT ADDRESS ISSUE UNTIL WE FIND THE LOCATION OF WHERE THE DOG LIVES AND WHAT KIND OF DOG IT IS. I CANT TELL FROM THE RING CAMERA PICTURES.
10/3/23	WILLAMINA CEMETERY				THIS IS A FOLLOW UP ON THE COMPLAINT ON THE TREES IN THE CEMETERY. WE HAVE CHOSEN THE LOWEST BIDDER TO COME IN AND CUT THE TREES WAITING ON THE CUTTING DAY. CUTTING DAY IS 10/16/23
10/5/23		CODE CONFERENCE			ON DAY ONE WE GOT TO LEARN ABOUT CODE 4 STREET SAFETY, CODES WE ENFORCE, STREET SAFETY AND DE-ESCALATION TECHNIQUES AND TIPS AND STRATEGIES ON ENFORCING CODES ON DAY TWO WE LEARNED ABOUT DRONES AND CODE ENFORCEMENT, VEHICLE SALES, DISMANTLING, SITUATIONAL AWARENESS WITH ANIMALS AND BITE PERVENTION, OREGON DEPARTMENT HUMAN SERVICES
10/6/23		CODE CONFERENCE			
10/6/23		CODE MOBILE BROKE DOWN HAD TO HAVE IT TOWED TO JONS AUTOMOTIVE			
10/9/23		OFFICE CLOSED DUE TO COLUMBUS / INDIGENOUS PEOPLE DAY			
10/10/23		CODE MOBILE IS IN SHOP SO WORKED IN THE OFFICE			
10/11/23		CODE MOBILE IS IN SHOP SO I WORKED IN OFFICE AND WENT TO P.A.T.'S MEETING IN DALLAS			
10/11/23	SW BARBER ST		TRUCK NOT ON APPROVED SURFACE AND UGLY TO LOOK AT		THIS HAS BEEN AN ON GOING INVESTIGATION SINCE MAY. HE CAME IN AND INFORMED ME HE GOT A TRUCK COVER TO COVER THE TRUCK I TOLD HIM TO LET ME KNOW WHEN HE GETS IT PUT ON SO I CAN TAKE A PICTURE TO UPDATE HIS CASE FILE BEFORE TRIAL. TRIAL WAS SCHEDULED FOR 10/18/23 HOWEVER HAD BEEN CANCELLED DUE TO THE JUDGE OUT OF TOWN. THIS IS THE LAST THING HE NEEDS TO COME INTO FULL COMPLIANCE OF THE FORMAL COMPLAINT. AS OF 10/12/23 PHILIP COVERED THE TRUCK AND HAS COME INTO COMPLIANCE. NOW WAITING TO FINISH AT TRIAL.
10/12/23	BRANSON		TREES CEMETERY		PACIFIC ARBOR CARE LLC HAS STARTED THE REMOVAL OF THE TREES. AS OF 10/16/23 THE TREES ARE REMOVED. WE HAVE TO SPLIT THE WOOD INTO FIREWOOD AND THEN WE WILL DONATE IT TO THE COMMUNITY OF WILLAMINA.
10/12/23			DODGE CARAVAN 2001 ABANDONED/STORED ON PUBLIC STREET LONGER THAN 72 HRS. LIC # YZU 819 EXPIRED TAGS 7/21	VAN HAS BEEN ON THE STREET LONG TIME. HAS NOT MOVED. DOES NOT HAVE CURRENT TAGS EITHER. SUBJECT TO TOW MONDAY 10/16/23	THIS VEHICLE HAS BEEN MOVED. NOTHING FURTHER ON MY END.
10/12/23	1 ST ST	CODE ENFORCEMENT TAGGED VEHICLE	2006 TOYOTA TC ABANDONED/STORED ON PUBLIC STREET LONGER THAN 72HRS. NO LICENSE PLATE VIN #1TKDE177260099737. I RAN VIN AND TAGGES WOULD OF EXPIRED 6/30/23	TOYOTA HAS BEEN ON THE STREET LONG TIME AND HAS NOT MOVED. DOES NOT HAVE CURRENT TAGS/REGISTRATION. SUBJECT TO TOW ON MONDAY 10/16/23	
10/12/23	1 ST ST	CODE ENFORCEMENT TAGGED VEHICLE	2004 CHRYSLER SEBRING ABANDONED/STORED ON PUBLIC STREET LONGER THAN 72HRS. LIC # 306 HXJ EXPIRED TAGS 1/30/22	CHRYSLER SEBRING HAS BEEN ON THE STREET LONG TIME AND HAS NOT MOVED. DOES NOT HAVE CURRENT TAGS/REGISTRATION. SUBJECT TO TOW ON MONDAY 10/16/23	

October 2023 Code Enforcement Daily Log

Date	Location	Code Enforcement	Concern	Correction	Follow-up
10/12/23	NE D ST	CODE ENFORCEMENT TAGGED VEHICLE	1967 CHEVY Z1PU ABANDONED/STORED ON PUBLIC STREET LONGER THAN TAGS 3/28/23	CHEVY TRUCK HAS BEEN SITTING ON THE PUBLIC STREET LONG TIME AND HAS NOT MOVED. DOES NOT HAVE CURRENT TAGS/REGISTRATION. SUBJECT TO TOW ON MONDAY 10/16/23	TRUCK HAS BEEN MOVED DOWN AND OTHER SIDE OF THE STREET.
10/12/23	NE D ST	CODE ENFORCEMENT TAGGED VEHICLE	1991 CHEVY SPT VAN ABANDONED/STORED ON PUBLIC STREET LONGER THAN TAGS. LIC# WC 04534 EXPIRED TAGS 10/29/22	CHEVY VAN HAS BEEN SITTING ON THE PUBLIC STREET LONG TIME AND HAS NOT MOVED. DOES NOT HAVE CURRENT REGISTRATION/TAGS SUBJECT TO TOW ON MONDAY 10/16/23	THE VEHICLE HAS BEEN MOVED OFF THE STREET. NOTHING FURTHER ON MY END.
10/16/23	HILL DR	HELP COVER THE OFFICE	TRASH AND DEBRIS IN YARD ALONG WITH RATS	DEPUTY SKAER GAVE ME THE INCIDENT REPORT OF ABANDONED VEHICLE. I WENT UP TO LOCATION AND THE VEHICLE WAS PARKED IN THE WRONG DIRECTION AND WAS REPORTED TO BE PARKED THERE FOR AWHILE. I KNOCKED ON THE HOUSE CLOSEST TO THE VEHICLE WITH NO ANSWER OF THE DOOR. I TAGGED THE VEHICLE 10/17/23 @ 1:55PM. SKAER RAN THE PLATES BECAUSE THEY ARE OUT OF STATE AND IT CAME BACK UNABLE TO FIND SCHEDULED TOW IN ON MONDAY 10/23/23	THIS IS A FOLLOW UP ON THE COMPLAINT FROM AUGUST 18 2023. WE ARE STILL WORKING ON THE CLEAN UP OF THIS PROPERTY. I MET WITH RENTER AND THE PROPERTY OWNER TODAY TO DISCUSS THE NEXT STEPS ON GETTING THIS PROPERTY PICKED UP AND FREE OF ALL THE TRASH. THE RENTER SAID SHE HAS A FRIEND THAT HAS A TRAILER AND SAID SHE WOULD HELP GET THE TRASH OUT OF THERE ONCE SHE CAN DUMP THE TRAILER. THE PROPERTY OWNER ALSO SAID HE WILL HELP AND DROP OF A TRAILER TO HELP THE PROCESS ALONG. WE WILL MEET AGAIN ON NOV 6 @ 10:30AM TO SEE THE PROGRESS. IF THE PROPERTY STILL ISNT UP TO COMPLIANCE THAN I WILL ISSUE A FORMAL LETTER TO BOTH RENTER AND PROPERTY OWNER.
10/16/23		HELP COVER THE OFFICE			THOMAS AND RICHELLE BOTH GONE SO I HELPED CHRISTINE DOWNSTAIRS JUST KAREN IN OFFICE AFTER RICHELLE LEFT SO I HELPED COVER FRONT DESK
10/17/23		HELP COVER THE OFFICE			WENT BY TO CHECK ON THE VEHICLE AND IT HAS BEEN REMOVED OFF THE PUBLIC STREET AND INTO A DRIVEWAY OF THE RESIDENCE I HAD ORIGINALLY KNOCKED ON. NOTHING FURTHER ON MY END
10/17/23	CORNER OF JAMES AND CHERRY ST	HELP COVER THE OFFICE @ 9 AND AFTER 12PM WITH CHRISTINE.	ABANDONED VEHICLE ALASKA PLATE KKE 140 TOYOTA RAV4		I LOOKED TO SEE IF THE TRAILER WAS MOVED ON MONDAY 10/23/23 AND IT IS STILL SITTING IN SAME SPOT. WAITING FOR SKAER TO COME BACK IN SO WE CAN GO TO THE RESIDENCE TO SEE WHY IT HASNT BEEN MOVED. IM NOT ALLOWED TO GO TO THIS PARTICULAR RESIDENCE WITHOUT A DEPUTY PRESENT.
10/18/23	NW MAIN ST	HELP CHRISTINE COVER THE OFFICE THOMAS AND RICHELLE OUT	CAMP TRAILER ON THE SIDE OF THE ROAD BLOCKING VIEW OF NEIGHBOR EXITING DRIVEWAY ONTO BUSY STREET. TRUCKS ARE PARKED ON THE SIDEWALKS	TALKED TO A COUPLE OF GUYS AT THE RESIDENCE. I ASKED THEM TO PLEASE MOVE THE CAMP TRAILER FROM THE SIDE OF THE ROAD AND MOVE THE 2 TRUCKS THAT ARE BLOCKING AND PARKED ON THE SIDEWALK. THEY SAID THEY WOULD MOVE THEM TODAY. THEY WERE WAITING FOR SOMEONE TO COME MOVE SOMETHING OUT THE BACK YARD AND THEN THEY WOULD MOVE IT BACK TODAY	
10/23/23					THE TRAILER HAS BEEN MOVED OUT OF THE CHURCH PARKING LOT. NOTHING FURTHER
10/24/23	MAIN ST AND D ST	WENT OVER WITH DEPUTY BAKER	FORD EXPLORER OR LIC # 282 MTM AND A TRAVEL TRAILER PARKED IN CHURCH PARKING LOT UNAPPROVED	WENT OVER AND TALKED WITH THE PERSON IN THE TRAILER W DEPUTY BAKER. HE STATED HE WOULD MOVE IT TODAY AND HE WOULD CALL SOMEONE TO HELP HIM MOVE IT OUT.	

October 2023 Code Enforcement Daily Log

Date	Location	Code Enforcement	Concern	Correction	Follow-up
10/26/23		HELP PUBLIC WORKS HANG 485			
10/31/23		HAPPY HALLOWEEN!!!! GETTING STUFF READY TO GO FOR TRUNK O TREAT TONIGHT!			