

City Report

March 2022

Administration

General

- City Hall remains open 8:00A-12:00P on Fridays
- COVID indoor mask policy has been lifted statewide!
- SEI reporting due April 15

Projects/Grants

- Third-Party Payroll Services – see separate agenda item
- Fiscal Year 2022 payroll audit – see separate agenda item
- American Rescue Plan Act ARPA funds – First report due April 30, 2022 for technology in Council Chambers
- Filtration Media Grant - Media filtration is used in the water treatment process to remove many solids from water or wastewater and requires little maintenance. Media filtration is a type of filter process when water passes through the filtration media it will remove solids from the liquid. Complete Water Solutions media filters are used for filtering out numerous small particles, including sediment, iron, chlorine, and organic materials. The top layer of the filter media consists of fine sand, which removes the small particles. The underlying layers of the filter media support the sand and allow for efficient drainage of the newly filtered water. The process and time for water to pass through the water filtration system is dependent on what the water will be used for. Media filtration is suitable for all types of water systems, ranging from industrial applications to commercial use. A kick-off meeting was held March 31, 2022 with Delta Operations, contractor. This project is **tentatively scheduled for the end of June.**



Significant Contacts/Meetings

- Mayoral check-ins
- Councilor Hedin check-ins
- Councilor Askey check-in
- Direct report weekly check-ins
- Water Utility Committee
- Center for Sustainable Infrastructure introductory meeting
- League of Oregon Cities Statewide legislative conference calls
- ARPA funding workshop
- Jay Disbrow re: request for Police Townhall this year

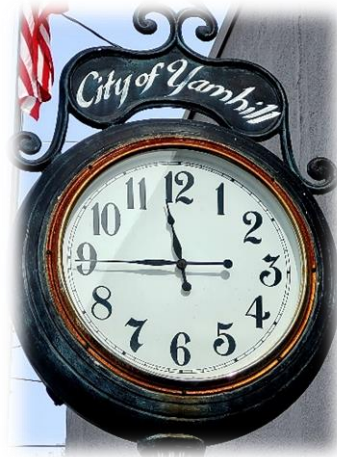
Other

- Completed job description reviews
- Local Government Personnel Institute review contract scope for pay market analysis – potentially added to draft FY 23 Budget
- Continued notes to next City Administrator
- Scheduled Goal-Setting Retreat, Executive Session
- Drafting updates to 2013 Personnel Policy

Police

To: Yamhill City Council
From: Greg Graven/Kim Steele
Subject: Police Statistics March 2022

Number of Calls:	
Number of Calls/Activity:	229
Number of Case Reports:	12
Number of Arrests:	06
Number of Citations:	13
Number of Warnings:	74
Number of Circuit Court Citations:	04
Hours Worked:	
Greg Graven	114
Travis Van Cleave	161
AJ Miller	145
Reserves:	
Chris Livingston	55
Jeff Yates	21
Miles Driven:	
Greg Graven	651
Travis Van Cleave	965
AJ Miller	829
Reserves:	
Chris Livingston	87
Jeff Yates	149



Public Works Department

Water Distribution: replaced two faulty Hydrants, also replaced Lunville Water District's master meter.

Wastewater Conveyance System: removed septic waste from two manholes located on the end of 2nd and 3rd Street. Also removed fats, oil, and greases from influent pump station. Had City Park lines scoped for root intrusion and findings were positive.

Water Plant: the plant has been running at a constant 440 gpm into the City's intake. Jason, Petra, and Sharon had a zoom meeting with Delta regarding the water filter media project.

Wastewater plant: we will be finishing the discharge into the creek this month (April). We had a great bacteria kill rate of 99% this year in our lagoon system due to the efforts of Kyle Adams, Water Plant Operator.

Streets: the stop signs have been installed on Elm St. Also installed a stop sign and no right turn sign for the high school. Working on getting all signage to reflective code.

Parks: Public works has built two new shoe horse pits at Beulah Park. Looking forward to installing the new park sign in remembrance of Jonathan Calhoun at the new, small park in the Yamhill Park Estates subdivision. Lots of upcoming events at the City Parks, so I ask everyone to be respectful of all park structures and facilities.

