



2021  
Annual  
Report

Baker City, Oregon



1655 1<sup>st</sup> Street,  
Baker City, Oregon 97814

[www.bakercity.com](http://www.bakercity.com)

Welcome to

# BAKER CITY



## Annual Report 2021

Photo taken by Grace Switzler



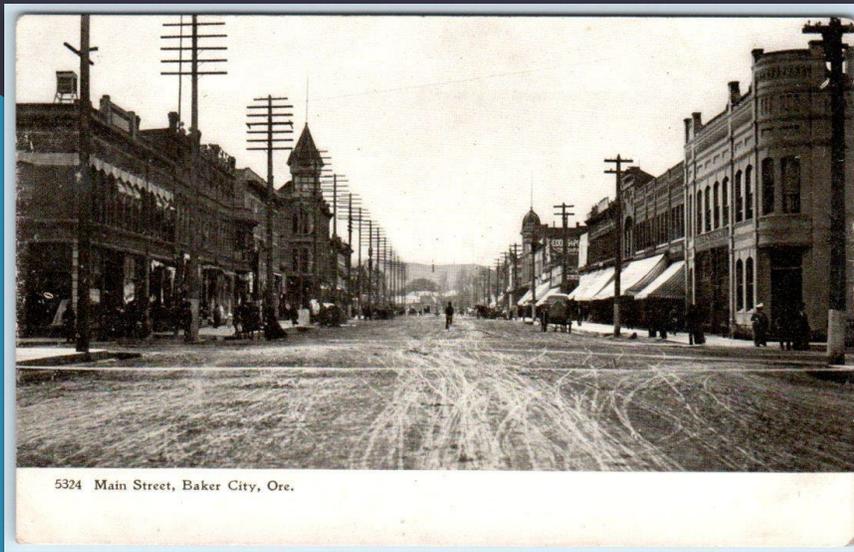
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## Introduction

# About Our City

Historic Baker City, Oregon



Baker City has a population of 10,099 at the time of the 2020 census. The City Government has 70 employees.

Baker City was incorporated in 1874 and is the county seat of Baker County. Baker City employs around 70 people from various departments including Police, Fire, Public Works, Building, Finance, and Administration.

Within this annual report is information, pictures, and statistics that have been prepared by each of the City's departments to provide an overview of the year of 2021.





## City Manager's Message...

# Jonathan Cannon



This annual report will highlight significant activities and achievements that took place in 2021. City staff across each department contributed to this report. Baker City graciously welcomed Jonathan Cannon to Baker City as the new City Manager in January of 2021 after the retirement of the former city manager Fred Warner.

The effects of COVID 19 continued to impact Baker City in 2021. State rules and regulations intermittently mandating closures throughout the year created uncertainty and frustration within Baker City. Even so, City Hall opened its doors to the public after remaining closed throughout 2020. Citizens were able to once again meet with staff and pay utility bills in person. Vaccination mandates for healthcare providers from the Oregon Health Authority brought created uncertainty of continued employment to Fire Department employees wishing not to follow the vaccination mandate. Ultimately, a resolution that included religious exemptions resolved the mandate. By the end of 2021, the city resumed all in person operations.

City Council also began holding in person meetings with options for public attendance. Some meetings in council chambers filled the room to capacity with people standing in the hallway. Baker City made state and national headlines as City Council voted to resist state COVID mandates. City Council experienced significant changes in 2021. Five new councilors took office in January. Councilor Perry resigned from office in August of 2021 changing another seat at the Council table.

## City Manager's Message...

A new city manager and city council brought focus to different aspects of city operations. Attention was directed to reorganize and modernize the finance department. This included the very beginnings of a multi-year transitioning of finance software. New staff took the reins in finance and began digitizing old documents. Audits, budgets, and processes for creating those documents were revamped to produce the documents in a timely, efficient, and more participatory manner.

2021 brought changes to public safety departments as both police and fire reviewed policies and operations. A new Police Chief Ty Duby was welcomed after the retirement of Ray Duman. This resulted in a restructuring and streamlining of positions within the police department. The Fire Department worked to eliminate duplicate policies and standard operating guides. The fire department also restructured management staff to increase interactivity between management and represented staff. This allowed for increased availability of personnel to handle EMS and fire events during peak call times.

Public Works tackled significant water and sewer projects while continuing construction on previously implemented multi-year capital investments such as the mountain waterline, a new water well, and a new sewer treatment facility.

All departments were impacted by modernization of intellectual properties. The city moved operations to cloud servers while retaining some limited-on site data storage. Backups of city data were improved to protect the city from cybersecurity threats and data loss. The city also transitioned to a .GOV domain extension to assist with reducing cybersecurity threats. Modernizing IT infrastructure also allowed city staff to accomplish more work without hiring additional staff. Baker City was reclassified by the state of Oregon to a medium-sized city. Planning worked to implement state requirements because of the reclassification. Baker City experienced significant increases in applications and inspection activities in planning and building departments as demand for construction services trended unusually high.

Baker City saw increases to the number of visitors as the COVID mandates lifted. Festivals and events canceled or closed in 2020 began to resume operations in 2021. Sport tournaments also resumed in 2021. Visitors returned to Baker City in increasing numbers throughout the year.



**Changes to Baker City operations in 2021 placed the city on a path to better adapt to future growth and potential operational changes. The future is bright for Baker City as it rolls into 2022.**



# City Council

**Kerry McQuisten**

Mayor

**Joanna Dixon**

Acting Mayor

**Shane Alderson**

Councilor

**Kenyon Damschen**

Councilor

**Dean Guyer**

Councilor

**Jason Spriet**

Councilor

**Johnny Waggoner Sr.**

Councilor

# 2021 Council Goals

1. Prioritize public safety through regular evaluation of emergency services, including fleet and equipment upgrades, community engagement, increasing abatement enforcement where fiscally possible, and regular monitoring of public spaces.
2. Enhance water management and improve supply security by reducing fire risk, increasing alternative water source availability, and continuing to upgrade infrastructure to ensure consistent water quantity and quality.
3. Improve city self-sufficiency through strengthening and evaluating existing emergency preparedness plans and increasing public individual preparedness education.
4. Improve city financial self-sufficiency whenever possible.
5. Enhance community livability by improving support for businesses during the COVID pandemic, increased opportunities for housing investments, and increased understanding regarding mental health awareness impacts on the city.
6. Increase transparency between city staff, city council, county, and citizens utilizing technology as a form of communication.
7. Review the Charter to clarify ambiguity and to modernize language.



# Administration Department

- City Recorder
- Human Resources
- Information Technology

## City Recorder

# Dallas Brockett

City Recorder – Executive Assistant – IT Liaison

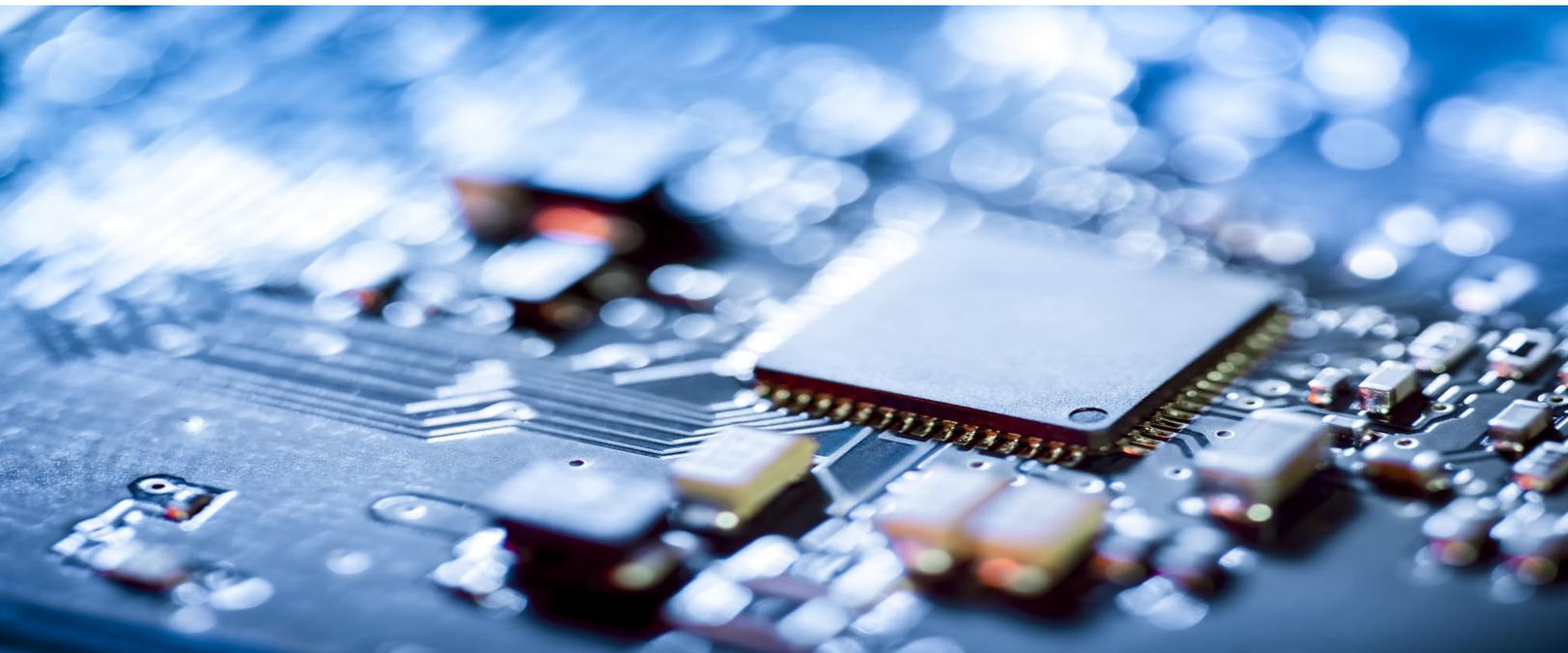
Baker City hired a new City Recorder, Dallas Brockett, in July of 2021. Mr. Brockett comes with extensive experience in the information technology field which has been an asset to the city. The city has had a failing network and server for some time. The server was replaced and the network at city hall was revamped. City Council chambers was also experiencing issues with data recording of council meetings. A new system was researched and was implemented. Across the City there was aging computer equipment that needed replaced. Several computer replacements were completed to assist staff with their jobs and to provide better efficiency.

The City Recorder has been working on improving transparency and information provided to Citizens. One of those projects has been spearheading an all-new website with our website vendor, Civic Plus. This will assist in bringing more information to citizens in an easier to use website.

The City Recorder has also been working diligently on a very large organization project. This organization project includes contracts and agreements, meeting minutes, resolutions, and ordinances.

The City Recorder has several projects to look forward to in the upcoming year:

- Assist Finance with the implementation of Caselle, a new finance management software
- Improve and upgrade Audio in the City Council Chambers
- Network overhaul to improve security at the Police Department
- Election year 2022, with four openings on City Council
- Complete implementation of Microsoft Office 365





## Human Resources

# Stacy Spriet

Human Resources Manager



Nearly two years into the pandemic and signs of it slowing down seem to be in the future. Human Resources has had to quickly adapted to ever changing policies and regulations received from the CDC, State of Oregon, and OSHA.

The Baker City Human Resources Office is tasked with recruitment and retention, onboarding new employees, policy implementation and training, assisting with employees with benefits, tracking evaluations, assisting in union negotiations, monitoring FMLA leave, serving as a member of the safety committee, providing risk assessment and working closely with supervisors and directors to address training needs and workplans.

In 2021, there were many personnel changes. In January, the City welcomed Jonathan Cannon as the new City Manager. Mr. Cannon came to us from North Carolina.

The City restructured the Finance Department to add an Administrative Services Manager. This position was filled internally by Jennifer Spencer, who previously held a position in the department. She has also taken on community development in her role.

In 2021, Baker City continued to see staff turnover. Six employees left employment with the City. Many of the resignations were due to advancement. Four staff members were internally promoted. The City encourages upward mobility and will consider employees for promotions as opportunities develop, or vacancies occur; the City policy is always to select the most qualified person for each available job. The City had to postpone negotiations with the Baker City Professional Firefighters Union in 2020. The Fire Union and the City are still under negotiations.



# Finance Department

- Administrative Services Manager
- Accounts Receivable/Ambulance Billing
- Accounts Payable/Payroll
- Cashier
- Utility Billing



## Finance Department

# Jennifer Spencer

Administrative Services Manager

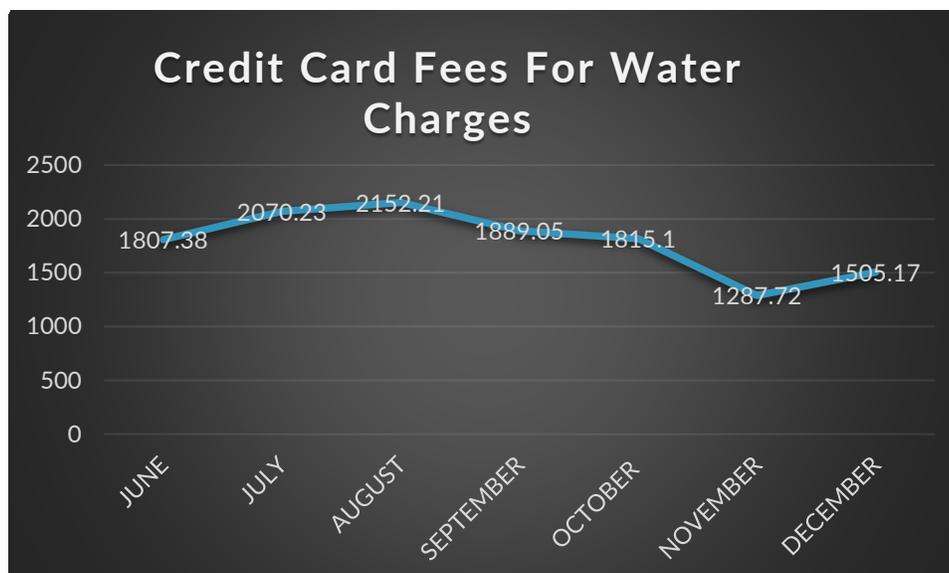


Baker City Finance Department handles all the financial business of the city and is made up of the Director and four support staff including three staff who are trained cashiers: Ashly Pearce is directly responsible for all utility billings, Grace Switzler handles all ambulance billings, and we will soon be welcoming Gracie Slater as our front cashier in charge of all day-to-day transactions for the city. Jennifer McGuire came to our office in September as Accounting Technician for the city filling a position vacated when Jennifer Spencer was promoted to Administrative Services Manager in August of 2021. Ms. McGuire handles all bank reconciliations, accounts payable and payroll. The department has seen several personnel changes over the calendar year but has continuously kept current financials all while providing excellent customer service to the citizens of Baker City.



## Finance Department

# 2021 Summary

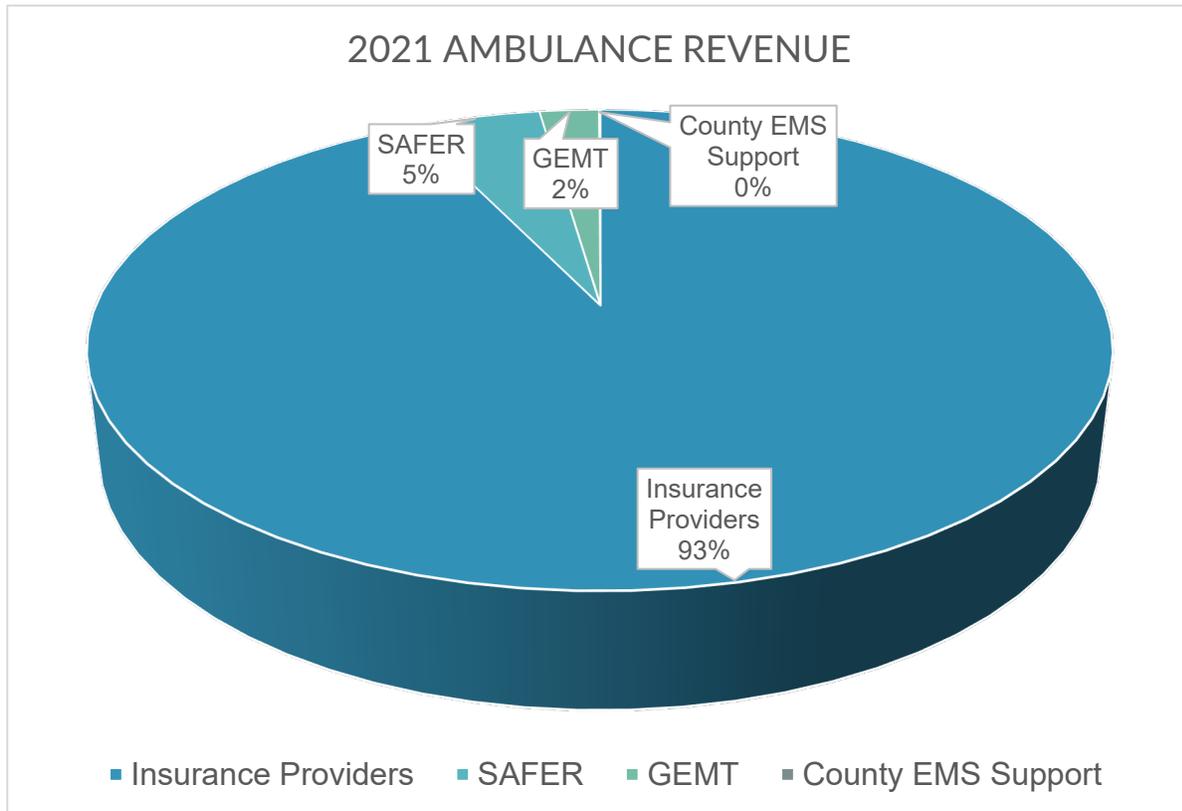


Continuing the trend of online services change, the Finance Department has been fine tuning current processes as well as adding new services for citizens. To keep in line with the public's desire for more paperless options, we implemented an online payment portal called DOXO. At no extra cost to the city, DOXO offers all customers two payment options that are easily accessible through their computers or by phone. If customers choose to pay by credit or with debit card, the site charges each account a small fee. However, if the customers choose to pay with their bank account and routing number, the service is free to our customers. DOXO even offers the option for users to create an account where they can save their banking information and successive payments can be made with a tap of the screen. Since implementation of DOXO in late September, over 650 customers have begun using the service. Because the city made a conscious decision in the past to not pass credit card fees on to our customers, the utilization of DOXO by our customers has reduced our costs due to credit card fees.

” Offering an online payment portal has been a much-needed service for the community as we see the demand for paperless billing continue to rise. The link to the DOXO portal can be found on our website.



# Finance Department 2021 Ambulance Billing



In September, the ambulance billing position was moved back to our department. The first step in this process was to perform an internal audit to identify any aspects that needed to be reviewed and any adjustments needing made were implemented. We identified several items that needed attention:

- Billings were brought current
  - Write-off's were processed to clear old/uncollectible accounts
  - Once all efforts were exhausted, our office turned multiple accounts over to CAM Credits for collection proceedings
  - Billing processes were streamlined which included working directly with our Fire Department Division Chiefs, Paramedics/EMT's, and hospital staff to ensure all billings were accurate and timely
- While revenue is indeed down for ambulance billings, a future revenue stream was garnered with GEMT CCO provided by Oregon Health Authority. These revenues are hoped to be renewed in the 2022 calendar year but will require financial contribution from our department as well as current and accurate ambulance billings. The GEMT program was created to help offset the write-off's occurring due to Medicare/Medicaid patients. In 2021, GEMT assistance made up a small portion of our revenue stream. (See Ambulance Pie Chart)

# Finance Department

## 2020-2021 Audit

Rob Gaslin finalized our 2020-2021 audit report in February and presented to Council in March. The fiscal year 2021 audit was a challenge, but Mr. Kent Bailey has been a great help to our department with both his knowledge base and willingness to teach. Brenda Shively has also been a sincere help tackling the city's fixed asset portion of the audit. Through this process, we have learned several aspects that will help us going forward to the next audit. Below please find our Summary of Changes in Net Position, copied from pages 17 & 11 of our 2020-2021 Audit Report prepared by Gaslin Accounting.

**BAKER CITY**  
Statement of Net Position  
Year Ended June 30, 2021

<i>Assets</i>	Governmental Activities	Business-type Activities	Total Primary Government
Cash and Cash Equivalents	\$ 5,567,701	\$ 7,501,682	\$ 13,069,383
Accounts Receivables, net	1,106,249	443,793	1,550,042
Taxes Receivable	305,356	-	305,356
Prepaid Items	57,891	17,107	74,998
Internal Balances	(675,555)	675,555	-
Inventories	311,267	-	311,267
Capital Assets	55,442,024	47,930,255	103,372,279
Accumulated Depreciation	(34,160,409)	(17,064,465)	(51,224,874)
Restricted Cash and Other Assets	272,596	299,339	571,935
<b>Total Assets</b>	<b>28,227,120</b>	<b>39,803,266</b>	<b>68,030,386</b>
<i>Deferred Outflows of Resources</i>	<b>2,305,705</b>	<b>793,993</b>	<b>3,099,698</b>
<i>Liabilities</i>			
Accounts Payable	96,596	539,306	635,902
Customer Deposits and Other Payables	-	51,899	51,899
Wages, Payroll Taxes and Benefits Payable	108,775	27,858	136,633
Compensated Absences Payable	305,172	112,735	417,907
Accrued Interest Payable	-	27,735	27,735
Debt - Current Portion	40,001	75,939	115,940
Debt - Non-Current Portion	20,797	2,925,669	2,946,466
Net OPEB Liability	300,242	103,391	403,633
Net Pension Liability	6,593,387	2,249,605	8,842,992
<b>Total Liabilities</b>	<b>7,464,970</b>	<b>6,114,137</b>	<b>13,579,107</b>
<i>Deferred Inflows of Resources</i>	<b>759,590</b>	<b>304,264</b>	<b>1,063,854</b>
<i>Net Position</i>			
Net Investment in Capital Assets	21,220,817	27,836,447	49,057,264
Restricted:			
Cemetery Care	274,600	-	274,600
2089 Celebration	3,206	-	3,206
Covid Relief	12,318	-	12,318
Street Trees	54,200	-	54,200
Car Seats	257	-	257
Wastewater Debt Reserve	-	275,000	275,000
Nonexpendable	1,055,525	-	1,055,525
Unrestricted	(312,658)	6,067,411	5,754,753
<b>Total Net Position</b>	<b>\$ 22,308,265</b>	<b>\$ 34,178,858</b>	<b>\$ 56,487,123</b>



# Finance Department

# 2020-2021 Audit

Summary of Changes in Net Position						
	2021			2020		
	Governmental Activities	Business-Type Activities	Total	Governmental Activities	Business-Type Activities	Total
<b>REVENUES</b>						
Charges for Services	\$ 1,018,771	\$ 5,746,558	\$ 6,765,329	\$ 1,381,452	\$ 5,258,420	\$ 6,639,872
Operating Grants/Contrib.	1,797,845	-	1,797,845	1,174,888	-	1,174,888
Capital Grants/Contrib.	320,097	-	320,097	2,083,396	-	2,083,396
General Revenues:			-			-
Property Taxes	3,918,076	-	3,918,076	3,747,065	-	3,747,065
Franchise Taxes	967,889	-	967,889	944,540	-	944,540
Investment Earnings	65,950	58,985	124,935	115,694	146,923	262,617
SAIF Refunds	19,269	-	19,269	23,738	-	23,738
Gain (Loss) on Sale of Assets	(80,139)	21,290				
Unrestricted Grants/Contrib.	-	-	-	306,849	-	306,849
Rental Income	36,249	9,782	46,031	38,657	60,388	99,045
Miscellaneous	45,821	-	45,821	49,681	247,841	297,522
<b>Total Revenues</b>	<b>8,109,828</b>	<b>5,836,615</b>	<b>13,946,443</b>	<b>9,865,960</b>	<b>5,713,572</b>	<b>15,579,532</b>
<b>PROGRAM EXPENSES</b>						
General Government	569,394	-	569,394	553,456	-	553,456
Public Safety	5,635,034	-	5,635,034	5,544,406	-	5,544,406
Transportation and Streets	1,875,457	-	1,875,457	1,547,569	-	1,547,569
Culture & Recreation	404,370	-	404,370	343,895	-	343,895
Economic Development	283,965	-	283,965	302,940	-	302,940
Cemetery	176,029	-	176,029	157,655	-	157,655
Airport	276,291	-	276,291	253,358	-	253,358
Hydro-Electric Plant	8,832	-	8,832	3,223	-	3,223
Interest on Long-Term Debt	4,524	-	4,524	1,782	-	1,782
Water	-	2,231,928	2,231,928	-	2,174,860	2,174,860
Wastewater	-	1,328,654	1,328,654	-	1,299,226	1,299,226
Golf Course	-	64,958	64,958	-	69,645	69,645
Building Department	-	596,071	596,071	-	515,466	515,466
<b>Total Program Expenses</b>	<b>9,233,896</b>	<b>4,221,612</b>	<b>13,455,508</b>	<b>8,708,284</b>	<b>4,059,197</b>	<b>12,767,481</b>
Operating Transfers	(50,000)	50,000	-	(40,000)	40,000	-
<b>Change in Net Position</b>	<b>(1,174,068)</b>	<b>1,665,003</b>	<b>490,935</b>	<b>1,117,676</b>	<b>1,694,375</b>	<b>2,812,051</b>
Net Position–Beginning	23,482,333	32,513,855	55,996,188	22,364,657	30,819,480	53,184,137
<b>Net Position–Ending</b>	<b>\$ 22,308,265</b>	<b>\$ 34,178,858</b>	<b>\$ 56,487,123</b>	<b>\$ 23,482,333</b>	<b>\$ 32,513,855</b>	<b>\$ 55,996,188</b>

# Software

Resolution #3894 was adopted and has given our department the ability to purchase new, updated software for the city. While our current software is still functioning, there is a considerable amount of data that is difficult for us to generate. City Manager Jonathan Cannon signed our agreement with Caselle on November 16th. Since that time, we have begun the process that will be a lengthy, arduous journey that will lead to great results wherein all departments will reap the rewards. Throughout this process we will learn even more about our current processes and continue to streamline our operations. Caselle has provided an in-depth timeline that will keep this implementation on track. The Finance Department will continue to work with Chaves Consulting in the interim to complete both day-to-day operations as well as data uploads to Caselle that are necessary to create the software that will meet all our needs.

With help from our City Recorder Dallas Brockett, staff have begun the process of scanning all documents generated and/or used daily to Microsoft Teams. This scanning process includes starting with current financials and moving to our vault to scan history that will be easily accessible in the future. The Finance Department is following strict guidelines set the Oregon Secretary of State. This process will be ongoing until all files are stored in Teams for future access.



# Police Department



## Police Department

# Ty Duby

Chief of Police



### Chief's Message

As the Chief of Police for the Baker City Police Department, it is my honor to present this year-in-review report on behalf of the Baker City Police Department.

The Baker City Police Department (BCPD) is the only law enforcement agency within the 3,088 square miles of Baker County to have 24-hour-per-day staffing, every day of the year. Our primary commitment to our community is to have patrol staff available to respond to the needs of our citizens at any time of the day or night. BCPD also was instrumental in bringing back the Baker County Narcotics Enforcement Team (BCNET) in cooperation with the Baker County Sheriff's Office, Oregon State Police and the Baker County District Attorney's Office. BCPD also participates in the Baker County Major Crime Team which is composed of the aforementioned agencies.

The men and women of the Baker City Police Department are dedicated and compassionate individuals who work together to accomplish all tasks and goals set before them. They are hardworking, ethical individuals that strive to meet the needs of the citizens they serve.

This coming year, our top three goals will be to keep patrol operations fully staffed, focusing strong efforts on drug-related crimes and continue to address the various liability issues with code enforcement. We have been grateful of our supportive community throughout 2021 and are hopeful that 2022 will be another great year for our department and the community we serve.



# Police Department

## The Year in Summary

### Special Events, Community Activities and Other Noteworthy Happenings

**2021 brought back some of the traditionally held annual events to our community and other opportunities to interact with those we serve.**

Published, for the first time ever, a community survey to help us better understand the needs our community and how the Baker City Police Department is doing to address those needs. This survey, which was published on the City's Facebook page and shared with various news outlets, provided the Department with valuable insight into what the community feels is important regarding public safety and how BCPD can better devote resources in addressing these concerns.

- BCPD staff continued to distribute free bicycle helmets to children in our community. The Baker City Rotary Club donates the funding for the free bicycle helmet program, making helmets available to children within our community. This partnership also supports various bicycle/ pedestrian safety community outreach events, emphasizing the importance of wearing your helmet. Thank you, Baker City Rotary, for your ongoing support!

- After a brief hiatus, Community Night Out was held at the Geiser Pollman Park with over 400 people in attendance! This family-friendly event features various vendor and community partner booths, live music and free food. Thank you to our community partners, Safeway, Oregon Trail Restaurant, Elkhorn Grills, Baker City Events, Baker Lions, Barefoot and Bonefire, Oregon Trail Electric Consumer Cooperative and all our community partners for your support!

# Police Department

## The Year in Summary



### Special Events, Community Activities and Other Noteworthy Happenings

- BCPD hosted the annual Salvation Army Angel Tree and just a like every year, we once again received an amazing response from the community who purchased special wished-for items and toys for local children in our community.
- BCPD patrol staff served as pall bearers for the funeral of Chief Douglas Humphress. Chief Humphress served as the police chief for Baker City for over 25 years, joining the department in 1965 and retiring in 1997.
- BCPD hosted, in partnership with DPSST (Department of Public Safety Standards and Training) hosted De-Escalation: Strategies for Best Possible Outcomes presented by Command Presence Trainings. This course provides officers with tools and tactics intended to achieve the most desirable outcomes during law enforcement encounters, while balancing the need to effectively engage with people in crisis with the need for officers to keep themselves and others safe. Over thirty people from various agencies from in and around Eastern Oregon were in attendance.





# Police Department The Year in Summary

## Special Events, Community Activities and Other Noteworthy Happenings



- After fundraising for several years, BCPD purchased an incinerator for the purpose of safely disposing of biohazards, controlled substances, cannabis waste and prescription medications purged out of the evidence room. Evidence Technician Lynn Magnuson was instrumental in raising the funds for this project, including successfully obtaining grant funding and partnering with the Sheriff's Office who contributed to the infrastructure for the placement of the incinerator.
- The Baker City Police Department K9 Drug Prevention Program received the Operation Heroes Award from Country Financial. Country Financial representative Jerry Shaw was on hand to present a donation in the amount of \$1,500.00, benefiting the BCPD K9 program and drug prevention efforts in our community. The BCPD K9 program is entirely supported by generous donations from our community. Thank you Country Financial!

# Police Department Investigations



The community of Baker City is fortunate to harbor a very safe environment, free from many of the daily acts of violence that occur in larger communities and even in many smaller communities throughout our state and nation. However, that does not mean that we are completely void of violent acts, drug abuse or complicated fraud crimes. Some of the more notable cases investigated in 2021 are listed below.

- Following a lengthy investigation involving elder abuse of Lydia Chancy (98), a memory care patient at Settler's Park and victim of theft of more than \$60,00.00, Dalene Davis (61) was arrested on a secret indictment warrant on six counts of Aggravated Theft in the 1st Degree and six counts of Criminal Mistreatment in the 1st Degree. The Oregon Department of Justice, Elder Abuse Division and Department of Human Services, Baker Branch of Adult Protective Services assisted in the investigation.
- Joshua Milton Thomas (31) was sentenced to 28 months in prison for the theft of two chalices, three gold places and a silver and gold crucifix taken St. Francis de Sales Catholic Cathedral. Thomas pled guilty to fist-degree aggravated theft involving the thefts from the Catholic Church and to two counts of entering a motor vehicle located on Kirkway Drive. Thomas was arrested on the night of February 18th and charged with six counts of Unauthorized Entry into a Motor Vehicle and 13 counts of Attempted Entry into a Motor Vehicle after being located in the possession of stolen items from the Catholic Church and other items from various vehicles parked in the neighborhood of Kirkway Drive.
- Kenneth Edward Hackett (51) was arrested on Baker County Circuit Court warrant for two counts of Aggravated Theft in the 1st Degree and Theft I. The warrant stemmed from multiple investigations conducted by the Baker City Police Department and the Baker County Sheriff's Office. Hackett is alleged to have obtained funding from the victims and either never completed or never started the construction of projects. According to the Oregon Contractor Construction Board (OCCB), Hackett has never been a licensed contractor in Oregon and has over \$23,00.00 in civil penalties pending.
- In late October, BCPD took reports for four runaway juveniles that included three juvenile males and one juvenile female. All juveniles were recovered with any reported injury, and it is believed that all four had intentionally ran away; however, there was no connection between the three male juveniles and the single female juvenile. BCPD worked with the public, receiving multiple tips from various social media platforms regarding the whereabouts of the missing juveniles.



# Police Department Investigations



Investigations into drug trafficking conducted by the Baker County Narcotics Enforcement Team (BCNET) during 2021 resulted in 17 drug buys; 17 arrests; 11 cases involving the unlawful purchase of a firearm; 1 case involving the recovery of a stolen firearm and the execution of several search warrants, resulting in the recover of the following items:

- P202100387 **Search warrant** executed on a vehicle resulting in the seizure of 29 oxycodone pills possibly contain fentanyl; 4.7 grams of suspected heroin; approximately 75 grams of methamphetamine; clean, used brindle baggies and scales.
- P202100622 **Search warrant** executed on a vehicle netting 9mm handgun; scales; 2.2 pounds of methamphetamine; three baggies containing about an ounce of suspected methamphetamine; two baggies containing suspected heroin weighing around 3 ounces total; Buprenorphine; clean, unused brindle baggies and one baggie containing about 39 grams of suspected fentanyl.  
Relating to this case, a motel room in Ontario was also searched and two AR-style rifles, a second 9mm handgun and drug paraphernalia were seized.  
**Search warrant** executed on a vehicle and hotel room netting a stolen 9mm Springfield handgun; 45 unknown pills; approximately 2 pounds of suspected methamphetamine; 15 packages of Buprenorphine; clean, unused bindle baggies; and \$20,000.00 in cash.
- P202101471/  
P202101474 **Search warrant** executed on a travel trailer resulted in the recovery of a stolen Ruger .44 caliber Magnum firearm and multiple items of stolen property related to other cases.
- P202101484 **Search warrant** executed on a vehicle resulting in the seizure of approximately 449.11 grams (0.989 pounds) of suspected methamphetamine; 46 pills marked as Oxycodone, possibly fentanyl; approximately 65 grams of suspected heroin; Glock 45 caliber handgun; Smith and Wesson AR-15 rifle; clean, unused brindle baggies; and multiple rounds of ammunition.

Related **search warrant** executed at subject's residence netted the following items: approximately 238 grams (0.52 pounds) of suspected methamphetamine; approximately 6.41 grams of suspected heroin; approximately 0.44 grams of cocaine; scales; clean, unused bindle baggies; Ruger 9mm handgun; Kimber 9mm handgun; .380 caliber handgun; H&R 12-gauge shotgun and multiple different kinds of ammunition.

# Police Department 2021 Stats



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVERAGE	TOTAL
INCIDENTS SERVED	755	671	766	848	878	933	942	885	850	854	742	595	810	9719
	8%	7%	8%	9%	9%	10%	10%	9%	9%	9%	8%	6%		
REPORTS WRITTEN	205	141	138	167	177	205	179	165	162	171	151	106	164	1967
	10%	7%	7%	8%	9%	10%	9%	8%	8%	9%	8%	5%		
ARRESTS*	100	96	70	134	164	96	121	104	101	76	97	85	104	1244
	8%	8%	6%	11%	13%	8%	10%	8%	8%	6%	8%	7%		
CITATIONS (all violations)*	67	91	91	80	56	35	66	75	54	54	51	72	66	792
	8%	11%	11%	10%	7%	4%	8%	9%	7%	7%	6%	9%		

\*numbers represent charges not individual people

# Fire Department



# Fire Department Sean Lee

Fire Chief





# Fire Department 2021 Summary

## EMERGENCY RESPONSES

The Baker City Fire Department responded to a total of 2072 emergency alarms in 2021.

The following is a breakdown of the emergency responses for 2021.

### Emergency Medical Operations

The Baker City Fire Department responded to a total of 1787 emergency medical call for service in 2021. An increase of approximately 7 percent from 2020. Of the 1787 calls, the ambulance responded to 1494 calls within the city limits, and 293 calls outside of the city limits.

ALS (Advanced Life Support) treatments were required from department EMT's and Paramedics on 1652 of those calls, and 62 only required basic life support. The remaining 73 were assistance only.

There were 238 instances with multiple calls simultaneously.

- 216 Instances of two simultaneous emergencies at one time
- 22 Instances of three simultaneous emergencies at one time
- The most frequent Advanced Life Support emergencies are broken out in the following percentages:
- Medical emergencies (seizure, diabetic issues, poisonings, etc.) 25%
- Cardiac/Stroke 20%
- General illness 20%
- Respiratory distress 19%
- Traumatic injury 16%

The Baker City ambulances performed 173 interfacility transfers (hospital to destination), transported a Life Flight crew to and from the airport 44 times during the first 6 months.

### Fire Operations

- General alarms 22
- Total fire responses 322
- Public service/assist responses 154
- Fire mutual aid given 20

Fire mutual aid received \*\*\*

Fire responses are broken down as follows:

- 87 Good intent calls
- 55 False alarms
- 21 Structure fires
- 2 Excessive heat
- 16 Carbon monoxide alarms
- 2 Steam, other Gasses
- 12 Vehicle fires
- 3 Unauthorized burning
- 7 Grass, vegetation, or rubbish fires
- 21 Rescues, extrications
- 1 Elevator Rescue
- 50 uncategorized calls



# Fire Department 2021 Summary



## Administration Restructure

Baker City Fire worked to identifying key areas for improvement with management of Fire Operations, EMS (Emergency Medical Services) Operations, and Training. Three Battalion Chief positions were eliminated. And Division Chief of Fire Operations, Division Chief of EMS Operations, and Division Chief of Training were developed. These changes in addition to scheduling changes allowed each Division Chief to manage their respective disciplines separate from line staff responsibilities.



## Training

### 2021 EMS Training:

EMS CE (Continuing Education) Training  
Recertification of 14 EMS Providers through Oregon Health Authority  
First Aid and CPR recertification  
Community CPR classes  
Hosted the Blue Mountain Community College EMT (Emergency Medical Technician) Program.

### 2021 Fire Training Hours:

Shift Training Hours: 678.5 HRS  
Initial Certification Training Hours: 338 HRS  
New certifications issued: 21 HRS  
Outreach Training Hours: 25 HRS

### Highlights:

- Recertified Fire certifications through Department of Public Safety Standards and Training.
- Delivered 16 hours auto extrication to 25 students across the region in Fall Fire School.
- Collaborated lifesaving "Stop the Bleed" Training with St. Als Baker City, bringing crucial training to fire agencies and private companies in Baker County.
- Standardized approach to Vehicle Operations Qualifications, recertifying members in Operator Safety and certifying new members to operate fire apparatus.
- Completed a development academy including Apparatus Operator w/ Fire Pump, Apparatus Operator w/ Aerial Device, and Firefighter 2.
- Completed a hiring assessment for a Probationary Full-time Firefighter/Paramedic and refined the probationary process.
- Continued to provide Fire and EMS training to neighboring volunteer fire departments.



# Fire Department 2021 Summary

## Equipment and Station Maintenance

- Annual Self-Contained Breathing Apparatus (SCBA) OSHA required fit testing completed
- Annual SCBA flow testing completed
- Annual apparatus pump testing completed
- Annual hose testing completed
- Annual ladder testing completed
- Annual SCBA compressor maintenance completed

## Fire Prevention/Public Education/Community Events

COVID-19 impacted delivery of fire prevention topics utilizing in person delivery. We were able to utilize outdoor venues like Miner's Jubilee and the Baker County Fair to present fire and life safety messages. Oregon State Fire Marshall's office sent a representative out, and in coordination with Baker City Fire we had an informative and interactive booth with both opportunities.

## Inspection Program

COVID-19 again affected another vital and necessary mission of Baker City Fire. Our inspection program is an effort to have a fire safe community. All to have safe business regarding exits, entrances, fire lanes, suppression systems, and enforcement of some fire codes. We utilize the inspection program with pre planning of target hazards like schools, businesses, and industrial/agricultural operations to have been better prepared for emergencies or major events at those locations.

## Other Projects

- Baker City Fire took delivery of a new ambulance in 2021. The first Ram chassis ambulance purchased by the city. This ambulance was outfitted with a new power load and power lift gurney. This will reduce patient contact and help reduce back injuries for our personnel.
- Former Chief Clark applied for an AFG (Assistance to Firefighters Grant) in 2019 for \$145,000. We were awarded that grant in late 2020. We took delivery and installation of both the LUCAS devices and Magnegrip Exhaust Systems in 2021.
- Lexipol Policies. The Lexipol company provides policy and procedures for many law enforcement and fire departments nationwide. They conduct research to keep policies up to date and will defend their/our policies in the event legal issues can be associated to those policies. We continually review and update policies to stay in compliance with state and federal guidance. We are looking to add the Procedures component in the future to further strengthen policy, practices, and procedures.



# Fire Department 2021 Summary





# Fire Department 2021 Summary



Elite oregon

## Annual Alarm Report - Summary

Basic Incident Type Category (FD1.21)	Total Alarms
	33
1 - Fire	61
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	2
3 - Rescue & Emergency Medical Service Incident	1,749
4 - Hazardous Condition (No Fire)	12
5 - Service Call	62
6 - Good Intent Call	87
7 - False Alarm & False Call	55
9 - Special Incident Type	5
	<b>Total: 2,066</b>

### Report Filters

Basic Incident Date Time: is equal to 'Last Year'  
 Agency Name: is equal to 'Baker City FD'

### Aggregate Function Criteria

Total Alarms: Is Greater Than 0

# Fire Department

# 2021 Summary



Elite oregon

## Incident Type Report (Summary)

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
111 - Building fire	9	9.78%				
114 - Chimney or flue fire, confined to chimney or flue	3	3.26%				
118 - Trash or rubbish fire, contained	1	1.09%				
122 - Fire in motor home, camper, recreational vehicle	1	1.09%				
130 - Mobile property (vehicle) fire, other	2	2.17%				
131 - Passenger vehicle fire	3	3.26%				
133 - Rail vehicle fire	1	1.09%				
140 - Natural vegetation fire, other	2	2.17%				
142 - Brush or brush-and-grass mixture fire	1	1.09%				
150 - Outside rubbish fire, other	1	1.09%				
161 - Outside storage fire	2	2.17%				
162 - Outside equipment fire	1	1.09%				
<b>Total: 27</b>		<b>Total: 29.35%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 2 - Overpressure Rupture, Explosion, Overheat (No Fire)</b>						
200 - Overpressure rupture, explosion, overheat, other	1	1.09%				
<b>Total: 1</b>		<b>Total: 1.09%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
300 - Rescue, EMS incident, other	1	1.09%				
320 - Emergency medical service, other	1	1.09%				
321 - EMS call, excluding vehicle accident with injury	10	10.87%				
322 - Motor vehicle accident with injuries	7	7.61%				
352 - Extrication of victim(s) from vehicle	1	1.09%				
353 - Removal of victim(s) from stalled elevator	1	1.09%				
<b>Total: 21</b>		<b>Total: 22.83%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)</b>						
412 - Gas leak (natural gas or LPG)	2	2.17%				
<b>Total: 2</b>		<b>Total: 2.17%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 5 - Service Call</b>						
531 - Smoke or odor removal	1	1.09%				
551 - Assist police or other governmental agency	1	1.09%				
553 - Public service	2	2.17%				
554 - Assist invalid	1	1.09%				
561 - Unauthorized burning	3	3.26%				
<b>Total: 8</b>		<b>Total: 8.70%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>						
600 - Good intent call, other	1	1.09%				
6111 - Dispatched and canceled prior to going en route	2	2.17%				
6114 - Dispatched and canceled en route, Fire call	1	1.09%				
6115 - Dispatched and canceled en route, Fire alarm	8	8.70%				
6116 - Dispatched and canceled en route, MVA	1	1.09%				
622 - No incident found on arrival at dispatch address	3	3.26%				



# Fire Department 2021 Summary

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
631 - Authorized controlled burning	1	1.09%				
	<b>Total: 17</b>	<b>Total: 18.48%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 7 - False Alarm &amp; False Call</b>						
700 - False alarm or false call, other	7	7.61%				
715 - Local alarm system, malicious false alarm	1	1.09%				
730 - System malfunction, other	1	1.09%				
733 - Smoke detector activation due to malfunction	1	1.09%				
735 - Alarm system sounded due to malfunction	1	1.09%				
743 - Smoke detector activation, no fire - unintentional	1	1.09%				
745 - Alarm system activation, no fire - unintentional	3	3.26%				
	<b>Total: 15</b>	<b>Total: 16.30%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 9 - Special Incident Type</b>						
911 - Citizen complaint	1	1.09%				
	<b>Total: 1</b>	<b>Total: 1.09%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
	<b>Total: 92</b>	<b>Total: 100.00%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>



# Fire Department 2021 Summary



## 2021 FIRE FACTS

BAKER CITY FD

### TOTAL INCIDENTS 2,072



#### EMS INCIDENTS

1,750 84.5%



#### STRUCTURE FIRES

21 1%



#### OUTSIDE FIRES

28 1.4%



#### VEHICLE FIRES

12 0.6%



#### HAZMAT CALLS

6 0.3%



#### OTHER FIRES

0 0%

### LOSSES FROM FIRE

<b>CASUALTIES</b>		<b>ACRES BURNED</b>	
0	0	0	
CIVILIAN	FIREFIGHTER	OUTSIDE FIRES	
<b>EST. DOLLAR LOSS</b>			
	\$7,000	\$7,000	
	RESIDENTIAL	TOTAL	
2021 FIRE STATS		REPORT DATE: 2022-01-26	



# Fire Department 2021 Summary



## REPORT CARD BAKER CITY FD

### NFIRS SUBMISSION SUMMARY

<b>TOTAL INCIDENTS:</b>	2,072
INCIDENTS FULLY VALIDATED:	1,862
INCIDENTS PARTIALLY VALIDATED:	210
INCIDENTS NO VALIDATION SCORE:	0
<b>PCT. VALIDATED:</b>	<b>89.9%</b>
AVERAGE DAYS TO SUBMIT TO OSFM:	1

### NFIRS INCIDENT SUMMARY

#### TOTAL INCIDENTS BY MONTH

<b>JANUARY:</b> 170	<b>MAY:</b> 157	<b>SEPTEMBER:</b> 188
<b>FEBRUARY:</b> 168	<b>JUNE:</b> 187	<b>OCTOBER:</b> 132
<b>MARCH:</b> 173	<b>JULY:</b> 178	<b>NOVEMBER:</b> 185
<b>APRIL:</b> 163	<b>AUGUST:</b> 181	<b>DECEMBER:</b> 190

#### OSFM COMMENTS:

This newly created agency-specific tool is a quick at-a-glance status check of your agency's fire incident reporting, based solely on what has been received from your agency. This tool is still under development. If you notice a discrepancy or have any suggestions for improvements, please do not hesitate to contact us at 1-877-588-8787 or OSFMdata@osp.oregon.gov

#### GLOSSARY:

**Structure Fire:** Incident Type Code starts with 11 or 12

**Hazmat:** Incident Type Code starts with 41, 42, 43, or 45

**Outside Fire:** Incident Type Code starts with 14, 15, 16, or 17

**Other Fire:** Incident Type Code starts with 10

**EMS:** Incident Type Code starts with 3

**Residential:** Property Use Code starts with 4

**NRS:** No Runs Submitted. Agency reported no runs for the month.

**MD:** Missing data. Please submit incidents or NRS.

**REPORT DATE:** 2022-01-26



# Building Department

- Building Official
- Permits
- Inspections



## Building Department

# Dawn Kitzmiller

Building Official



### 2021 Summary

The Baker City/County Building Department does more than just provide inspection services. They help contractors and property owners navigate the permit/inspection process for all structural (including manufactured homes and prefab buildings), electrical, plumbing, and mechanical. The Building Department is mandated by the Oregon State Building Code Division and works under the supervision of the City Manager.

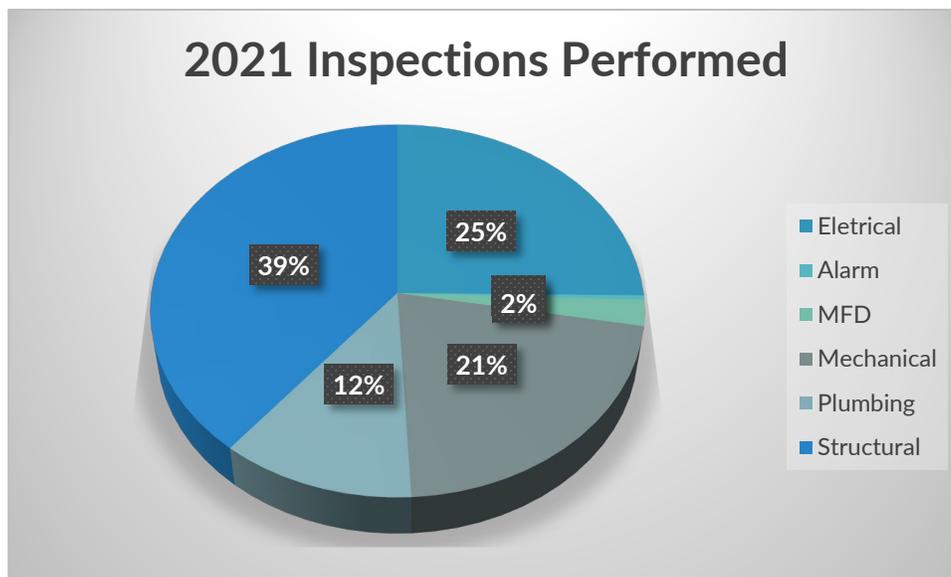
The Building Department operates with Dawn Kitzmiller as the Building Official/Director. Mark Svitak as the full-time Inspector of structural, mechanical, plumbing and plan review services. Kevin Berryman is the full time Permit Technician. Rick Newman was contracted to perform electrical inspections for previous years, however Mark Svitak will assume those duties for 2022. Tim Jaensch is our on-call Commercial Plumbing Inspector. And Steve Sharlow is our on-call Senior Inspector and plans examiner.

The Building Department works diligently to perform services in a timely manner, and in accordance with the State rules. No more than 10 day turn around on residential plan reviews. We perform inspections throughout the County, often offering same day inspections if requested by 7:30 a.m.

The revenues from the sales of permits have remained steady this year, despite the shortage of materials and labor for the construction industry. In 2021 we provided service on a record number of permits (1484). Archiving our historical documents and cross training all our staff remains a priority as time and budget allows. We are committed to being consistent and predictable through the permitting and inspection process to achieve compliance and safety.

# Building Department 2021 Stats

Electrical	720
Alarm	11
MFD	64
Mechanical	610
Plumbing	333
Structural	1,119



Year	Revenue
2018	\$376,504.36
2019	\$536,749.38
2020	\$464,799.09
2021	\$480,248.28





## Public Works

- Water & Wastewater
- Streets
- Facilities
- Parks and Recreation
- Cemetery
- Airport
- Golf Course

Public Works  
**Michelle Owen**

Public Works Director





# Public Works 2021 Summary

## Public Works Department 2021 Annual Report Facts Comparison 2020-2021

2021	2020
<b><u>Water</u></b>	
<ul style="list-style-type: none"> <li>922.794 million gallons of water produced</li> <li>88.206 million gallons of water injected into Aquifer</li> <li>104 water meters were replaced</li> </ul>	<ul style="list-style-type: none"> <li>876.337 million gallons of water produced</li> <li>66.36 million gallons of water injected into the Aquifer</li> <li>88 water meters replaced</li> </ul>
<b><u>Wastewater</u></b>	
<ul style="list-style-type: none"> <li>327.813 MG Inflow received at WW Treatment Plant</li> <li>181.803 treated effluent discharged</li> <li>1,793 feet of CIPP lining installed</li> </ul>	<ul style="list-style-type: none"> <li>325.895 MG inflow received at WW Treatment Plant</li> <li>243.844 MG treated effluent discharged</li> <li>3,388 feet of CIPP lining installed</li> </ul>
<b><u>Streets</u></b>	
<ul style="list-style-type: none"> <li>7,236 Street blocks swept</li> <li>139 Blocks of gravel streets graded</li> <li>55 Street trees trimmed/removed for street projects</li> </ul>	<ul style="list-style-type: none"> <li>7,754 street blocks swept</li> <li>218 blocks of gravel streets graded</li> <li>15 street trees trimmed/removed for street projects</li> </ul>
<b><u>Stormwater</u></b>	
<ul style="list-style-type: none"> <li>1,074 Catch basins cleaned</li> </ul>	<ul style="list-style-type: none"> <li>53 Catch basins cleaned</li> </ul>
<b><u>Cemetery</u></b>	
<ul style="list-style-type: none"> <li>80 burials took place at Mt. Hope Cemetery.</li> <li>49 monument permits were issued.</li> </ul>	<ul style="list-style-type: none"> <li>64 burials took place at Mt. Hope Cemetery</li> <li>72 monument permits were issued</li> </ul>
<b><u>Technical Services</u></b>	
<ul style="list-style-type: none"> <li>860 utility locates were performed.</li> <li>95 sewer and water service quotes were done</li> </ul>	<ul style="list-style-type: none"> <li>1058 utility locates were performed.</li> <li>164 sewer and water service quotes were done</li> </ul>
<b><u>Equipment</u></b>	
<ul style="list-style-type: none"> <li>184 routine services were completed on vehicles.</li> <li>306 vehicle/equipment repairs were completed.</li> </ul>	<ul style="list-style-type: none"> <li>53 routine services were completed on vehicles</li> <li>728 vehicle/equipment repairs were completed</li> </ul>

# 2021 Project Highlights

**Water:**

Drilling for the Municipal ASR 2 well located at the Golf Course was completed in April of 2021. The well was drilled at a depth of 654 feet. By June 2021 a pump was installed and water testing began. All inspections and testing were completed by the end of July 2021. The second phase of the ARS2 project, Wellhouse and Piping Construction, is to begin in early 2022. The new well will have a 2,000 gallon per minute rate to supplement the domestic water supply. There will also be an option to serve the golf course irrigation system from this well, but it's primary use is for drinking water supply.





## Public Works 2021 Project Highlights

### Waste water:

Wastewater Effluent Disposal Improvement Project: The 400 acre-ft new storage lagoon located near Sunny Slope Road and Lee Lane which connects the main lagoon through a gravity fed pipeline was completed. The transfer pipeline was bored under the Powder River and I-84 to connect the main lagoon and storage lagoon, the approximate total distance of 7 miles. The remainder of the project will be completed in 2022. This includes the installation of pumps, a new screening system at the primary lagoon and control structure improvements. The last phase of the project includes biosolids removal from the primary lagoon. This will improve the function of the lagoon system and will increase the storage capacity to allow for community growth.



# 2021 Project Highlights

## Auburn Wastewater main line installation

570 feet of 10” P.V.C. line was installed, along with 2 manholes and two service laterals at the request of a property owner. This is a substantial mainline extension required for future development. The line was extended far enough to serve the adjacent property owner to the west at the edge of the city limits.





# Public Works 2021 Project Highlights

## Streets

The Washington Street Overlay project from Clark to Birch was completed in 2021.

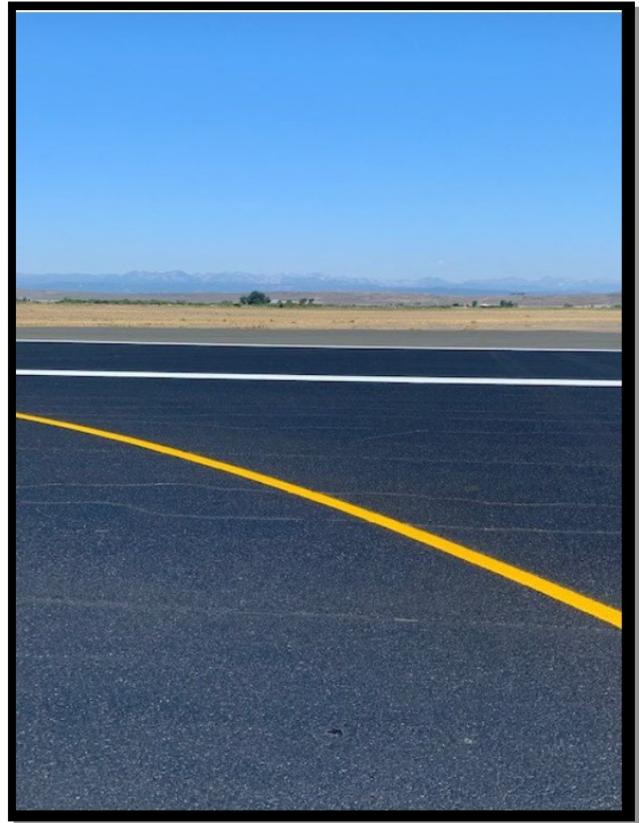
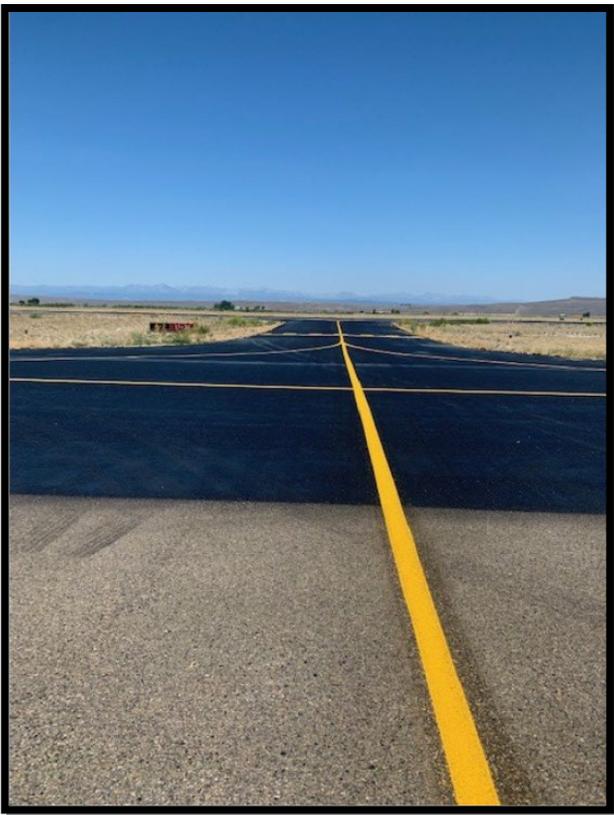


## Public Works

# 2021 Project Highlights

### Airport

Crack sealing and a seal coat were completed on the Baker City Airport Runway 13-31 and Taxiway A. The dark seal coat and fresh paint make the runway far more visible from a greater distance. This project was fully funded through the FAA.





# Public Works 2021 Project Highlights

## Parks

Baker City Parks Department acquired the property adjacent to Central Park.

Security cameras were installed at Geiser Pollman, and Central Park.



## Public Works

# 2021 Project Highlights

### Golf

Erosion control work was performed at the Quail Ridge Golf Course, crews dug a “U” shaped ditch and lined with crushed rock to reduce erosion, along with the installation of a manhole and outfall pipe to drain the water. Many of the cart paths were then paved as a combined project of volunteers and contractors.





# Public Works 2021 Tally Sheet

Public Works 2021 Annual Report												ANNUAL TOTAL		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
<b>Water</b>														
Reservoir Well/Watershed - Monthly H2O Prod	MG	47,446	57,808	67,350	76,786	93,582	134,606	149,318	118,113	90,634	47,197	32,952	7,002	922,794
Reservoir Well/Watershed - Daily Avg H2O Prod	MGD	1,530	2,064	2,172	2,539	3,018	4,486	4,816	3,810	3,021	1,522	1,098	1,000	2,590
Reservoir Well/Watershed - Daily Avg Turbidity	NTU's	0.250	0.411	0.566	0.579	0.624	0.503	0.452	0.511	0.496	0.450	0.373	0.354	0.464
Reservoir Well/Watershed - Power Generated	KWH	122	130	139	146	172	183	183	150	130	87	76	120	1,638
Reservoir Well/Watershed - Hours Well Run		2	0	0	0	1	0	323	270	286	88	0	0	970
Reservoir Well/Watershed - Well Production	MG	0.242	0.000	0.000	0.000	0.085	0.000	32.333	24.452	27.375	9.862	0.000	0.000	94.349
Reservoir Well/Watershed - Avg Daily Well Prod	MG	0.007	0.000	0.000	0.000	0.002	0.000	1.043	0.788	0.912	0.318	0.000	0.000	0.438571429
Reservoir Well/Watershed - ASR Injection	MG	12,281	25,025	31,816	19,084	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	88,206
Fire Hydrants - Replaced/Relocated/Repaired		1	0	3	0	1	0	0	0	0	0	1	0	6
Fire Hydrants - Installed (New)		0	2	0	0	1	0	0	0	0	0	1	0	4
Fire Line - Installed (New)		0	0	0	0	0	0	0	0	0	0	0	0	0
Meter Replaced - 5/8"x3/4" with 3/4"x3/4"		9	2	2	1	5	0	7	0	0	16	12	1	55
Meter Replaced (Frozen) - 3/4"		0	0	0	0	0	0	0	0	0	0	0	0	0
Meter Installed/Replaced - 3/4", 1", 1 1/2", 2"		10	7	5	3	3	15	2	1	1	0	2	0	49
Water Line - Video Inspected	Ft.	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Service - Installed 3/4"		1	0	0	0	0	1	0	0	0	0	2	0	5
Water Service - Line Repaired/Replaced		0	2	1	0	1	3	1	1	0	0	0	0	9
Water Service - Installed 1"		0	1	0	3	3	0	1	0	1	1	2	0	12
Water Service - Installed 2"		0	0	0	0	0	0	1	0	0	0	0	0	1
Water Mains - Repaired		2	0	0	0	1	0	0	0	0	0	0	0	3
Water Main - Installed 6" - Ductile Iron		0	85	10	0	8	63	0	0	29	0	22	0	217
Water Main - Installed 8"		0	0	71	0	213	36	0	0	0	0	0	0	320
Water Main - Installed 12"		0	0	0	0	0	94	0	0	44	0	0	0	138
Water Main - Installed 16"		0	0	0	0	0	0	0	0	0	0	0	0	0
Water Main - Installed 20"		0	0	0	0	0	0	0	0	0	0	0	0	0
Water Main Valve - Frozen/Repaired/Replaced		1	3	1	0	1	2	0	0	0	2	0	0	10
Services Turned On		8	14	12										34
Services Turned Off		12	23											35
Mountain Line Pipe - Installed 20" and 24"	Ft.	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Wastewater</b>														
WWTF - Chlorine (Gas) Used to Disinfect	Lbs.	0	0	1,141	2,015	805	0	810	1,795	0	0	0	0	8,606
WWTF - SO2 Used to Dechlorinate	Lbs.	0	0	969	1,748	754	0	760	1,729	0	0	0	1,898	7,858
WWTF - Inflow for Month	MGs	27,485	24,580	27,941	28,134	35,429	31,447	27,539	26,069	25,158	25,217	23,738	25,076	327,813
WWTF - Avg Daily WW Inflow	MGs	0.887	0.878	0.901	0.938	1.143	1.048	0.888	0.841	0.839	0.813	0.791	0.809	0.898
WWTF - Treated Effluent Discharged	MGs	0.000	0.000	27.382	52.794	15.548	0.000	14.482	24.576	0.000	0.000	0.000	46.821	181,803
WWTF - Days Effluent Discharged		0	0	17	30	14	0	13	26	0	0	0	25	125
WWTF - Avg Daily Treated WW Eff. Discharged	MGs	0.000	0.000	1.622	1.759	1.111	0.000	1.114	0.945	0.000	0.000	0.000	1.873	0.936
WWTF - Septic Disposal Received	Gallons	400	0	8,500	24,000	8,668	21,250	16,300	15,545	18,100	19,500	21,700	10,205	164,168
WW Mainlines Blocked (Sewer System Overflow)		0	0	0	0	0	0	0	0	0	0	0	0	0
WW Mainlines - CIPP/Pipe Bursting	Ft.	0	1,793	0	0	0	0	0	0	0	0	0	0	1,793
WW Mainline Dye Test		0	1	0	0	1	0	0	0	0	0	3	0	5

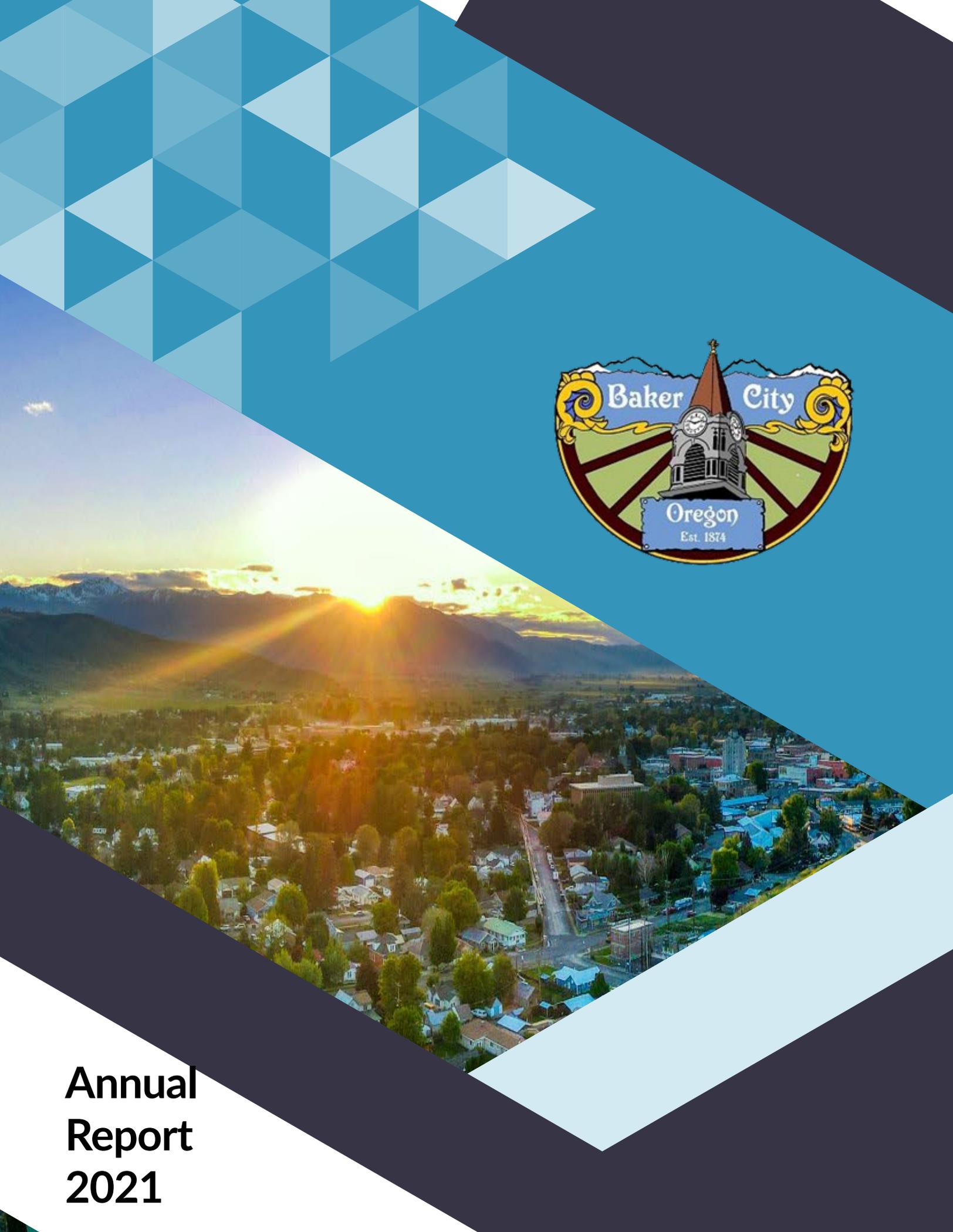
# 2021 Tally Sheet

WW Mainlines Jettied - Emergency	Ft.	1,099	300	803	765	330	520	500	1,015	200	1,272	1,122	1,657	9,583
WW Mainlines Jettied - Routine	Ft.	5,096	2,836	8,880	7,651	2,851	13,172	5,171	2,836	8,805	2,836	4,646	8,204	72,984
WW Mainlines Jettied - Other	Ft.	2,250	1,737	290	290	0	645	1,280	0	430	250	750	275	8,197
WW Mainlines Jettied - N. Powder/Roland/Halway/Huntington/Haines	Ft.	0	0	0	0	0	0	0	0	0	0	0	0	0
WW Mainlines Repaired	Ft.	0	0	0	0	0	0	0	0	0	0	0	0	0
WW Mainlines - Root Cut/Foamed	Ft.	0	0	0	0	0	0	0	0	430	0	540	1,221	2,191
WW Mainlines - Root Cut-Other Cities	Ft.	0	0	0	0	0	0	0	0	0	0	0	0	0
WW Mainlines Video Inspected - Emergency	Ft.	30	425	0	805	0	142	0	89	96	526	465	286	2,864
WW Mainlines Video Inspected - Routine	Ft.	3,062	1,262	1,204	923	0	1,409	1,049	0	397	333	642	1,051	11,332
WW Mainlines Video Inspected - Other Cities	Ft.	0	0	0	0	0	0	0	0	0	0	0	0	0
WW Lateral Inspections - Push Camera	Ft.	4	2	3	5	2	1	1	0	1	2	3	2	26
WW Lateral Inspections - Push Camera	Ft.	433	148	268	379	93	80	106	0	60	188	113	217	2,085
WW Lateralis Cleaned - Private	Ft.	0	0	3	1	1	5	0	1	1	2	1	0	15
WW Manholes - Installed	Ft.	0	0	0	0	0	3	0	1	0	0	0	0	4
WW Manholes - Rated	Ft.	0	0	0	0	0	0	2	2	0	0	0	0	4
WW Manholes - Repaired/Raised/Tested	Ft.	0	0	0	0	0	3	0	0	0	9	8	0	20
<b>Wastewater (continued)</b>														
WW Lateralis - Repaired/Replaced/Installed 4"/6"	Ft.	0	0	1	7	2	2	0	2	2	2	2	3	22
WW Mainlines Installed	Ft.	0	0	0	0	0	1	0	0	0	0	0	0	1
WW Construction/Maintenance - 4" PVC Pipe Used	Ft.	0	22	21	184	28	0	32	7	37	209	73	7	620
WW Construction/Maintenance - 6" PVC Pipe Used	Ft.	0	2	0	12	100	59	0	3	0	2	0	0	178
WW Construction/Maintenance - 8" PVC Pipe Used	Ft.	0	6	0	66	11	0	0	0	0	28	0	0	111
WW Construction/Maintenance - 10" PVC Pipe Used	Ft.	0	0	14	14	515	0	0	0	0	0	0	0	529
WW Construction/Maintenance - 12" PVC Pipe Used	Ft.	56	0	0	0	14	0	0	0	0	0	0	0	70
<b>Streets</b>														
Streets Swept (R-288)	Blocks	0	0	472	716	917	720	1,044	350	444	1,227	671	0	6,561
Streets Swept (R-240)	Blocks	0	134	204	15	0	0	72	250	0	0	0	0	675
Streets Graded	Blocks	0	0	0	0	0	0	0	14	41	84	0	0	139
Streets Patched - C Mix	Locations	0	0	0	63	0	17	13	7	12	20	0	20	152
Streets Patched - C Mix	Ton	0.00	0.00	0.00	117.04	0.00	37.16	26.04	127.87	26.84	38.10	0.00	3.00	376.05
Streets Crackfilled	City Blocks	0	0	0	0	0	13	34	3	1	0	0	0	51,000
Streets Crackfilled - Tar Used	Lbs.	0	0	0	0	0	8,040	12,840	4,530	5,430	30	0	0	30,870
Pot Holes Filled & Transverse Cracks Filled	City Blocks	0	0	0	0	0	3	20	0	0	0	0	0	23
Rock - Chip Seal Rock 3/8"-1/4", 1/4"-#10	Tons	0	0	0	0	0	0	4	140	0	0	0	0	144
Recycled Chip Rock used	Tons	0	0	0	0	0	0	0	434+	0	0	0	0	0
Rock - Crushed Rock 3/4"-0	Cu. Yds.	28.00	22.00	62.00	33.00	188.00	40.00	25.00	7.00	149.00	36.00	26.00	1.00	617.00
Rock - Crushed Rock 1 1/2"-0	Cu. Yds.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rock - Washed Bedding Rock	Cu. Yds.	14.00	3.00	6.00	26.00	19.00	157.00	4.00	2.00	4.00	18.00	6.00	1.00	260.00
Paint - Crosswalks/RR Xings/Handicap Parking	Gallons	0	0	0	0	0	69	25	212	23	0	0	0	329
Paint - Curbs Painted (Yellow)	Gallons	0	0	0	0	0	0	0	17	0	0	0	0	17
Paint Applied - White	Gallons	0	0	0	0	0	25	15	80	10	70	0	0	200
Paint Applied - Blue	Gallons	0	0	0	0	0	0	0	0	15	0	0	0	15
Paint Applied - Yellow	Gallons	0	0	0	0	0	0	0	0	10	0	0	0	10
Reflective Beads Used	Lbs.	0	0	0	0	0	500	0	500	0	350	0	0	1,350



# Public Works 2021 Tally Sheet

Trees - Replaced	1	0	1	1	0	1	1	1	1	4	0	0	1	1	11
<b>Cemetery</b>															
Burials	5	5	8	5	6	14	11	8	4	8	4	8	4	2	80
Monument Applications	0	0	5	12	5	4	5	3	3	9	2	1			49
<b>Park</b>															
Reservations - General	0	0	1	1	6	19	28	21	6	3	0	0	0	0	85
Reservations - Large Events	0	0	0	0	2	7	2	2	4	0	0	0	0	0	17
<b>Technical Services</b>															
Utility Locates	27	37	88	130	73	82	85	61	87	95	64	31			860
Quotes - Sewer and Water Service	7	13	20	12	7	3	8	4	4	10	4	3			95
Sidewalk/Driveway - Permits	0	0	0	6	4	6	1	5	0	0	0	0	0	0	22
Sidewalk - Replacement Grant Applications Received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Watershed Permits Issued	0	0	0	0	0	0	0	0	17	66	17	0			100
Water Services Staked	0	1	1	5	2	4	0	0	2	2	0	0			17
Wastewater Services Staked	0	1	2	5	3	4	2	1	0	2	3	0			23
Trees - OTEC Tree Removal Requests	0	0	0	0	0	0	0	0	0	0	0	0			0
Trees - Permits	0	2	0	0	6	2	1	3	5	1	1	0			21
Trees - Complaints	0	2	0	2	0	7	2	6	1	0	0	0			20
Trees - Compliance Follow-Up	0	1	0	0	0	0	3	4	0	0	0	0			8



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