

MINUTES
Warrenton City Commission
Regular Meeting – July 25, 2017
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:00 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Tom Dyer, Rick Newton, Pam Ackley, Mark Baldwin and Mayor Henry Balensifer

Staff Present: City Manager Linda Engbretson, Police Chief Matt Workman, Finance Director April Clark, Public Works Director Jim Dunn, Public Works Operations Manager Kyle Sharpsteen, Community Development Director Skip Urling, Water Quality Technician Terry Ager and Deputy City Recorder Dawne Shaw

COMMISSIONER COMMENTS

Commissioner Newton welcomed everyone and noted he will have a report from the CREST meeting and will also attend Camp Rosenbaum.

Commissioner Dyer welcomed everyone.

Commissioner Ackley welcomed new City Attorney Chad Jacobs and everyone in the attendance.

Commissioner Baldwin welcomed everyone and asked if there was an update on cemetery other than the newspaper article. Discussion followed on the Coast Guard crew that is working on cleanup, as well as other steps the City of Astoria has taken. Commissioner Baldwin noted his hope is that it's not something that gets forgotten, and he would like the Commission to pursue this as any other nuisance issue.

Mayor Balensifer stated he had the pleasure of touring the new Pacific Coast site, and thanked Commissioner Newton for going to Camp Rosenbaum, while he is in Portland to speak on behalf of the City for the Pacific Northwest Economic Region.

Mayor Balensifer presented a plaque to Water Quality Technician, Terry Ager in recognition of 32 years of dedicated service to the City of Warrenton, and congratulated him on his retirement. City Manager Linda Engbretson noted she has worked with Mr. Ager for 22 years and he will be greatly missed. Public Works Director Jim Dunn noted Mr. Ager is the Water Quality Technician, which is a very important position for the city. He noted Mr. Ager has done a fantastic job, with no violations; and noted his professionalism and he hates to see him go.

Commissioner Ackley made the motion to approve the consent calendar with corrections to the 6.27.17 Work Session minutes. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Baldwin – aye; Ackley – aye *Dr*

PUBLIC COMMENT (Agenda Items) – None

BUSINESS

Mayor Balensifer opened the Public Hearing on the Petition to Vacate an undeveloped portion of NW 6th Street. Formalities followed and no ex-parte or conflicts of interest were reported. City Manager Engbretson presented the staff report, noting Kyle and Mary Jo Jones and Jonathan Brown are the petitioners. She noted the petitioners were not able to attend, however Mr. Terry Ferguson will speak on their behalf. She outlined the petition, map and staff comments which are included in the agenda packet. Mr. Terry Ferguson spoke briefly about the petition to vacate, noting it is a small piece of property and they would like to vacate it and get it on the tax rolls. Discussion followed on Fire Chief Demer's concerns on fire code access, as noted in the staff report. Mayor Balensifer asked for public comment. No one spoke in favor or opposition. There being no further comments, Mayor Balensifer closed the public hearing.

Commissioner Ackley made the motion to approve Vacation No. 145, and direct staff to prepare an ordinance for first reading on August 8, 2017, to vacate a portion of undeveloped NW 6th Street. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

Community Development Director Skip Urling presented Ordinance No. 1212-A for second reading, noting the first reading took place at the July 11, 2017 meeting. The subject property is located on SW Juniper Avenue just south of the intersection with SW Kalmia Avenue, and is undeveloped. Staff recommends the Commission conduct the second reading of, and then adopt the ordinance effecting the Johnson zoning map amendment.

Commissioner Newton made the motion to conduct the second reading of Ordinance No. 1212-A, by title only. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

Mayor Balensifer conducted the second reading of Ordinance No. 1212-A; *Approving Application RZ 17-1 to Rezone Tax Lot 81020D0002100 from Residential Growth Management/Intermediate Density Residential to Medium Density Residential.*

Commissioner Dyer made the motion to adopt Ordinance No. 1212-A. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

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Community Development Director Skip Urling presented Resolution No. 2499; *Clarifying the Standards and Criteria for Requiring Neighborhood Parks Associated with Applications for Preliminary Plats and Subdivisions*. He noted WMC 16.216.020 General Requirements for applications for subdividing property includes criteria and thresholds for when developers must include land for and include development of a neighborhood park in their proposals. Mr. Urling stated the language in subparagraph I. is vague and the Mayor asked staff to rectify the situation. He noted Resolution No. 2499 is intended to provide the City Commission policy interpretation and guidance on the two criteria in question, and explained the details. Mr. Urling stated this would be an interim measure, and there needs to be a code adjustment/change. Discussion followed on the reasoning of this resolution and past issues with subdivisions.

Commissioner Ackley made the motion to adopt Resolution No. 2499; *Clarifying the Standards and Criteria for Requiring Neighborhood Parks Associated with Applications for Preliminary Plats and Subdivisions*. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

Public Works Director Jim Dunn stated Public Works requires easements for an existing water main connecting the Seabreeze and Manion water mains. Due to an oversight in the approval of the Surf Pines Water System, an easement was not provided for this water main. He noted the City has made an agreement with Jason and Tawnya Tompkins to provide a 5' easement on the north boundary of their lot at 89830 Manion Drive. The easement conveyance includes waiving a ¾" water service connection and \$2500.00 paid to the Tompkins. Brief discussion followed on water main easements.

Commissioner Newton made the motion to adopt the Easement for an existing water main connecting Seabreeze and Manion water mains. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

Public Works Director Jim Dunn stated on October 11, 2016 the Commission authorized staff to apply for funding for a water meter replacement project. An application was submitted to the Oregon Infrastructure Finance Authority of the Business Development Department (the "IFA") to obtain financial assistance for the Safe Drinking Water Revolving Loan Fund. On February 28, 2017 the Commission approved Resolution No. 2487, authorizing the City to enter into a financing contract with IFA to fund the project. Mr. Dunn noted he is now requesting approval to enter into a contract for professional services with Gray & Osborne, Inc. for the project management portion of the project.

Commissioner Dyer made the motion to approve the Gray & Osborne, Inc. Consultants proposal for the meter replacement project in the amount of \$62,076.00. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

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City Manager Linda Engbretson explained the City Commission approved water rate increases effective July 1, 2017, and it has come to staff's attention that a housekeeping error has occurred, in that the Exhibit B that was attached to the resolution is not the most recent exhibit. A new Exhibit B was adopted in 2012 but was not included in adopted water rate resolutions moving forward from that date. She noted Resolution No. 2500 repeals Exhibit B adopted by Resolution No. 2490, which was adopted June 27, 2017, and replaces it with Exhibit B adopted in 2012. There are no changes to Installation or Administration fees; the difference between the two exhibits is that the 2012 edition adds service call, late charges, meter removal and fees associated with temporary vacancy/vacation "shut offs" as discussed and approved by the Commission in 2012. Ms. Engbretson noted this is housekeeping, and does not require two readings.

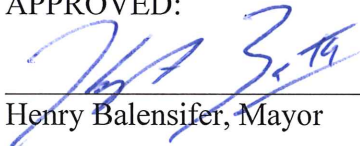
Commissioner Ackley made the motion to adopt Resolution No. 2500; Amending Resolution No. 2490, Exhibit B, City of Warrenton Water Department Installation and Administrative Fees. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

PUBLIC COMMENT – None

There being no further business Mayor Balensifer adjourned the regular meeting at 6:32 p.m., and announced an executive session, under the authority of ORS 192.660(2)(d); *to conduct deliberations with persons designated by the governing body to carry on labor negotiations*. He stated the Commission is not expected to return to regular session to take action on any item considered in the executive session.

APPROVED:


Henry Balensifer, Mayor

ATTEST:


Dawne Shaw, Deputy City Recorder