

MINUTES
Warrenton City Commission
Regular Meeting – August 22, 2017
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:01 p.m. and led the public in the Pledge of Allegiance.

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

Staff Present: City Manager Linda Engbretson, City Attorney Spencer Parsons, Public Works Director Jim Dunn, Finance Director April Clark, Police Chief Matt Workman, Fire Chief Tim Demers, Public Works Operations Manager Kyle Sharpsteen, and Deputy City Recorder Dawne Shaw

COMMISSIONER COMMENTS

Commissioner Baldwin welcomed everyone.

Commissioner Ackley noted the Hammond Marina has been very busy the past several weekends, and will be scheduling the first Hammond Marina Task Force meeting.

Commissioner Dyer welcomed everyone.

Commissioner Newton welcomed everyone and stated he had a good time at movie night in the park, noting it was a nice event, with a lot of people in attendance. He also noted he went to John Day to see the solar eclipse on Monday.

Mayor Balensifer stated the eclipse was a great event but it was not as bad as everyone thought it would be. He also reminded everyone of the Phil Vassar concert in the park, September 1st.

City Manager Engbretson noted she had a follow up meeting with the WBA to talk about final issues related to the concert in the park; parking and how many people to expect. She noted there will be parking at the high school and the grade school, with a shuttle bus to the park. She also reminded the Commission there is a County jail work session on Sept 27th. She stated four of our fire fighters are in eastern Oregon. Ms. Engbretson stated she toured the Hammond marina with the Army Corps of Engineers. There were lots of good comments about the marina, and the staff is doing a really good job. She noted Buoy 10 is going well, with over 800 launches on one day. Ms. Engbretson requested the Commission consider approving the liquor license for the concert in the park. Consensus was to add to it to the consent calendar.

Commissioner Baldwin made the motion to approve the consent calendar as presented, with the addition of item 5-F, Liquor License application for “Big O Saloon”, for the WBA concert in the park, pending the review and approval by Police Chief Workman. Motion was seconded and passed unanimously.

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

PUBLIC COMMENT (Agenda Items) – None

BUSINESS

Mayor Balensifer opened the Public Hearing on the consideration of Resolution No. 2502; Approving and Adopting a Supplemental Budget for Municipal Purposes of the City of Warrenton for the Fiscal Year 2017/2018. Formalities followed and no ex-parte or conflicts of interest were reported. Public Works Director Jim Dunn presented his staff report, noting the supplemental budget allows spending authority for additional capital outlay for completion of the SE Ensign pump station rebuild and Force Main construction project in the Sewer Fund Capital Reserve Fund and allows for a transfer of the additional loan proceeds from the Sewer Fund to the Sewer Fund Capital Reserve Fund. Mr. Dunn reviewed the fiscal impact, as outlined in the agenda packet. It was noted this is a housekeeping measure to move money not used last year, to this year’s budget. 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 Dyer made the motion to adopt Resolution No. 2502; *Approving and Adopting a Supplemental Budget for Municipal Purposes of the City of Warrenton for the Fiscal Year Commencing July 1, 2017 and Ending June 30, 2018.* Motion was seconded and passed unanimously.

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

Public Works Director Jim Dunn presented Project Change Order #3, in the amount of \$2,014.59, for the SE Ensign Pump Station rebuild and Force Main construction project. He noted the additional funds are for additional time, work and materials that need to be added to the project, due to dewatering and other issues as outlined in the change order. Discussion followed on dewatering issues that extended the project, and the performance of the project manager. City Manager Engbretson noted this is a very large project, and it still came in under budget.

Commissioner Ackley made the motion to approve Change Order #3 in the amount of \$2,014.59 to Big River Construction. Motion was seconded and passed unanimously.

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

City Manager Linda Engbretson presented Resolution No. 2503; Modifying Building Permit Fees. She noted the City has not modified its fees since 2008, and is requesting to allow the City to build in valuation increases as proposed by the State. Discussion followed on the fees and

MINUTES

Warrenton City Commission

Regular Meeting – 08.22.17

Page: 2

increases. Mayor Balensifer requested to table the agenda item, to allow for further review and a breakdown of the fees.

Commissioner Ackley made the motion to table agenda item 7-C until the next Commission meeting, September 12, 2017. Motion was seconded and passed unanimously.

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

City Manager Linda Engbretson presented the City Attorney Personal Services Agreement with Beery Elsner and Hammond. She noted it is a two year contract and gave a brief review of the contract details. Mayor Balensifer stated he is extremely impressed with the firm, and the way they are always looking out for the financial best interest of the city. Ms. Engbretson noted their availability even though they are not local.

Commissioner Ackley made the motion to authorize the Mayor’s signature on the two-year contract with Beery Elsner and Hammond, LLP. Motion was seconded and passed unanimously.

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

City Manager Linda Engbretson presented Ordinance No. 1213; Vacating a Portion of NW 6th Street. She noted the Commission held a Public Hearing on July 25, 2017 to consider the vacation and the consensus was to approve.

Commissioner Newton made the motion to conduct the first reading, by title only, of Ordinance No. 1213; Vacating a Portion of NW 6th Street in the City of Warrenton. Motion was seconded and passed unanimously.

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

Mayor Balensifer conducted the first reading.

City Manager Linda Engbretson presented the sublease renewal for Sturgeon Paul’s – Hammond Marina. She reviewed the history of the lease and explained the details as outlined in the agenda material. Ms. Engbretson stated the Corps has stated the City must renew this sublease before they will renew their lease with us. She noted the lease was also brought before the Commission in July, and at that time they requested a 5 year lease, instead of a long term lease. She checked with the Corps and they recommended a longer lease and suggested including stronger language to give us the opportunity to terminate with a 90 day notice for any reason. City Attorney Parsons noted the City can put in provisions for termination or renewal term options. Discussion followed on the lease amount and the desire to not be locked in at a low rate. Ms. Engbretson stated this is a service that we need to provide, and this lease must be in place to move forward. Further discussion followed on the length of the lease and Mr. Parsons noted this is a good opportunity to update the language of lease. City Manager Engbretson noted she will draft a

lease with legal counsel, which will include a termination clause for the City; and bring it back before the Commission.

PUBLIC COMMENT – None

There being no further business Mayor Balensifer adjourned the regular meeting at 6:42 p.m.

Mayor Balensifer reconvened the meeting at 6:45 for item 11 – an addendum to agenda, the Pacific Coast Seafood Agreements.

City Attorney Spencer Parsons reviewed the agreements related to State Funding/Grants for Pacific Coast Seafood Rebuild. He noted the City is acting as the facilitator for these grants/agreements. He noted there are four agreements, however asked to hold off on the OBDD grants to allow further review. Brief discussion followed on the requirements/criteria of the two agreements: Between City and Pacific Coast Seafood for Disbursement of Lottery Revenue Bonds - \$3,000,000; and Between City and State of Oregon Department of Administrative Services (DAS) for Lottery Bonds Grant Agreement - \$3,000,000.

Commissioner Ackley made the motion to authorize the Mayor's signature on the Agreement for Disbursement of Proceeds from Sale of Lottery Revenue Bonds for Construction of New Dock. Motion was seconded and passed unanimously.

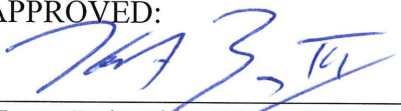
Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – abstained, due to potential conflict

Commissioner Dyer made the motion to authorize the Mayor's signature on the State of Oregon Revenue Bonds Grant Agreement. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – abstained, due to potential conflict

There being no further business Mayor Balensifer adjourned the meeting at 6:59 p.m.

APPROVED:


Henry Balensifer, Mayor

ATTEST:


Dawne Shaw, Deputy City Recorder

MINUTES

Warrenton City Commission

Regular Meeting – 08.22.17

Page: 4