

MINUTES  
Warrenton City Commission  
Regular Meeting – September 25, 2018  
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: Mayor Henry Balensifer, Tom Dyer, Pam Ackley, and Mark Baldwin  
Excused: Rick Newton

Staff Present: City Manager Linda Engbretson, Finance Director April Clark, Fire Chief Tim Demers, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Library Site Manager Nettie-Lee Calog, and City Recorder Dawne Shaw

#### CONSENT CALENDAR

- A. Commission Regular Meeting Minutes – 9.11.18
- B. Fire Department Activity Report – August 2018
- C. Police Department Monthly Statistics – August 2018
- D. Community Library Advisory Board Minutes – 3.08.18

**Commissioner Ackley made the motion to approve the consent calendar as presented. Motion was seconded and passed unanimously.**

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

#### COMMISSIONER REPORTS

Commissioner Dyer stated he got together with some people about forming a group to work with the city and help clean up properties. He also thanked everyone for coming tonight.

Commissioner Ackley stated she had received impressive statistics from Debbie Morrow on math and science in the Warrenton-Hammond school district; noting the Warrenton-Hammond school district really stood out. She noted she is getting together the notes and recommendations from the Hammond Marina task force. She stated she hopes to have that at the next meeting.

Commissioner Baldwin thanked everyone for coming.

City Manager Linda Engbretson noted the newspaper article regarding Oregon Biop, FEMA and the lawsuit. She noted more information will be coming.

Mayor Balensifer stated the Clatsop County housing task force met this week and it was very informative; he noted some of the zones included in the study for Warrenton - a lot is actually wetland – not developable land. He noted Warrenton is in the process of updating buildable lands inventory. He also noted some sobering statistics on affordability; and that of newly built housing, only 11% is affordable. The affordable housing is older stock that needs work.

PUBLIC COMMENT – Mr. John Washington noted concerns about fire hydrant pressure and asked about the requirements, policy or procedure for testing pressure on fire hydrants. Fire Chief Tim Demers noted there are no pressure tests for fire hydrants. Mr. Washington submitted a letter to the Commission and for the record.

PUBLIC HEARINGS – None

#### BUSINESS ITEMS

Sheriff Tom Bergin commended the Warrenton Police Department for the great job they are doing keeping up with the city and the expansion. He spoke in regards to the Jail Bond which is on the November ballot, noting the past measures that have failed. He noted the other bonds on the ballot and stated a jail is a necessary function for all communities, to keep them safe. Lieutenant (Jail Commander) Matt Phillips gave a power point presentation which outlined the current jail, statistics, needs and the proposed facility. Sheriff Bergin noted 25% of the inmate population is female, and the current jail was built for males. Discussion continued. Mayor Balensifer allowed questions from the public; there were none.

City Manager Linda Engbretson recognized that Astoria City Manager Brett Estes, and Suzanne Johnson and Monica Steele from Clatsop County are in attendance this evening. She noted Resolution No. 2528, authorizing modification and amendment of the existing Clatsop Enterprise Zone; the City of Astoria is joining Clatsop County, the Port of Astoria, and the City of Warrenton, and the resolution modifies the boundary of the zone by an overall increase of 2.2 miles. She noted on May 8, 2018, Kevin Leahy, CEDR Director, and Mr. Bob Dorn of Hyak Maritime, presented information to the City Commission on Hyak's purchase of Tongue Point property and its plans for expanded vessel repair and fabrication on at the site. The expansion of the zone includes this site, as well as other areas within the city limits of Astoria, as shown on the map. Clatsop County remains the zone manager. Mayor Balensifer clarified that this does not change Warrenton's boundary; and stated this is a big win for the region. Astoria and the Port of Astoria have already adopted a resolution and it goes to the county tomorrow. Ms. Engbretson noted a letter from Sunset Transportation District, which is entered into the record.

**Commissioner Dyer made the motion to adopt Resolution No. 2528; Authorizing Modification and Amendment of the Existing Clatsop Enterprise Zone. Motion was seconded and passed unanimously.**

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

City Manager Linda Engbretson stated the City entered into a short-term lease (one year) with the school district for the current library site. The City has not had time to assess whether or not

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this is the appropriate choice as a permanent site or to look at alternatives. She noted the with the passage of the a new five-year operating levy the City needs time to evaluate programs, hours and capacity. The School District has agreed to a five-year lease with no increase in rent. There is a 60-day clause in the lease that allowed either party the option to terminate. Brief discussion followed, and it was noted there needs to be a discussion on the old site.

**Commissioner Ackley made the motion to authorize the Mayor's signature on Lease Amendment No. 1 between the Warrenton-Hammond School District and the City of Warrenton. Motion was seconded and passed unanimously.**

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

Mayor Balensifer noted he represents the City on the Clatsop Economic Development Resources Board (CEDR). He noted the need for an alternate; and stated it is a great idea for Community Development Director Kevin Cronin to be the alternate; and he appreciates a member of staff having an interest in economic development.

**Commissioner Baldwin made motion to appoint Community Development Director Kevin Cronin as City of Warrenton alternate on the CEDR Board of Directors. Motion was seconded and passed unanimously.**

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

Mayor Balensifer noted a housekeeping measure to appoint Paul Mitchell to Position No. 6 on the Warrenton Business Association (WBA). He noted Mr. Mitchell has served on the WBA for a number of years.

**Commissioner Ackley made motion to appoint Paul Mitchell to Position No. 6 on the WBA. Motion was seconded and passed unanimously.**

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

DISCUSSION ITEMS – Discussion on Transient Room Tax Distribution: City Manager Linda Engbretson stated she wanted to bring to their attention; the city will receive an estimated \$42,000 - \$44,000 from transient room tax. Finance Director April Clark presented an allocation sheet that outlined the current distribution. Discussion followed and it was noted a discussion is needed regarding the percentage going to the visitor center before the next budget season. Ms. Engbretson recommended designating the additional funds to the Hammond Marina; the Commission noted they would take it under advisement.

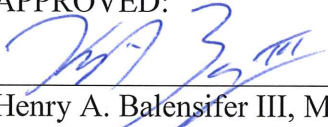
## GOOD OF THE ORDER

City Manager Engbretson noted she will be out of the office later this week for the LOC conference and for a Risk Management conference next week. Mayor Balensifer noted he will also be out of the office for the LOC conference.

Mayor Balensifer stated he will give his 3 minutes to allow Mr. Jim Ray to speak. Mr. Ray thanked the Commission for responding to his previous concerns about the striping on Neptune. He also noted concerns about the added cost that the school bond will have on tax payers. He offered a suggestion to defer the cost of the building the school to people moving into the community; such as a school impaction fee charged on each new house being built.

There being no further business, Mayor Balensifer adjourned the regular meeting at 7:06 p.m. and announced the Commission will now meet in executive session under the authority of ORS 192.660(2) (e) *to conduct deliberations with persons designated by the governing body to negotiate real property transactions*. He stated the Commission is not expected to return to regular session to take action on any item considered in the executive session.

ATTEST:   
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Dawne Shaw, City Recorder

APPROVED:   
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Henry A. Balensifer III, Mayor