

MINUTES
Warrenton City Commission
Regular Meeting – December 11, 2018
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Pro Tem Newton called the meeting to order at 6:10 p.m., and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Pro Tem Rick Newton, Tom Dyer, Pam Ackley, and Mark Baldwin

Excused: Mayor Henry Balensifer

Staff Present: City Manager Linda Engbretson, Legal Counsel Spencer Parsons via Skype, Finance Director April Clark, Fire Chief Tim Demers, Police Chief Mathew Workman, Harbormaster Jane Sweet, Public Works Director Collin Stelzig, Asst. Harbormaster Mike Olsen, Police Officer Len Mossman, Police Officer Robert Wirt, Police Officer Al Fontana and City Recorder Dawne Shaw

City Manager Linda Engbretson requested an addition to the agenda, as item 7-D; Consideration of Warner Family and City of Warrenton Perkins Road Waterline MOU.

Commissioner Baldwin made the motion to add agenda item 7-D. Motion was seconded and passed unanimously.

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

CONSENT CALENDAR

- A. Commission Work Session Minutes – 11.13.18
- B. Commission Regular Meeting Minutes – 11.27.18
- C. Abstract of Votes
- D. Monthly Finance Report – October 2018
- E. Marina Report – July - November 2018
- F. Community Center Board Meeting Minutes – October 2018

Mayor Pro Tem Newton noted a correction to the 11.13.18 work session minutes.

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

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

City Manager Engbretson thanked Harbormaster Jane Sweet for the marina report on the consent calendar. She noted it has a lot of really good information.

COMMISSIONER REPORTS

Commissioner Dyer welcomed everyone.

Commissioner Ackley gave an update on the Warrenton-Hammond Healthy Kids Christmas toy and gift drive.

Commissioner Baldwin thanked everyone for coming.

Mayor Pro Tem Newton stated he attended the Pacific Safety Community Council meeting, and noted there was discussion during Coffee with the Mayor on theft arrests at Walmart. He also gave an update on the Warrenton Warming Center, and reminded everyone about Coffee with the Mayor every Monday morning at 9:00 a.m.

City Manager Engbretson reminded everyone of the Breakfast with Santa this Saturday at 8:00 a.m.; all proceeds go to the Community Center. She also recognized City Recorder Dawne Shaw for being appointed as OAMR Region 1 Director.

Mayor Pro Tem Newton presented an award of appreciation plaque to Senior Police Officer Al Fontana, for his recent retirement, and thanked him for 26 years of service with the Warrenton Police Department. Officer Fontana made a few comments on his time with the City. City Manager Engbretson also spoke a few words and gave a bouquet of flowers to Mrs. Fontana.

PUBLIC COMMENT – None

PUBLIC HEARING

Mayor Pro Tem Newton noted this is the time scheduled for the continued public hearing; he noted Mayor Balensifer is not in attendance and asked to continue the hearing to January 8, 2019. City Attorney Spencer Parsons noted the applicant requested the hearing be reopened, and recommended the Commission entertain a motion to reopen the record. He clarified the applicant wishes to submit further written testimony. Mayor Pro Tem Newton noted he would still like to hear from people on January 8th for full transparency. Mr. Parsons clarified the Commission has the authority to reopen for written and oral testimony. Commissioner Baldwin noted this has been discussed at two hearings and the Commission has heard the same testimony, and they need to make a decision. He stated he feels like they have been overly transparent, and at some point they have to rule on what was put in front of them. Commissioner Ackley stated she understood they wanted to have a full Commission present and to reopen the record to allow written testimony – not oral testimony. Commissioner Dyer agreed with written testimony only. City Manager Engbretson suggested the city commit to notify each of the town hall speakers of the written testimony submission deadline, and also publish a public notice regarding the January 2 deadline.

Commissioner Ackley made the motion to reopen the record to allow written submissions, to be delivered on or before January 2, for the meeting of January 8, 2019, for the Pacific Seafood hearing. Motion was seconded and passed unanimously.

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

Commissioner Ackley made the motion to continue the hearing for Application File DCR 18-4 until January 8, 2019. Motion was seconded and passed unanimously.

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

BUSINESS ITEMS

City Manager Engbretson presented an Intergovernmental Agreement for the Clatsop County Natural Hazards Mitigation Plan. She stated it includes special districts, the county and all local jurisdiction cities, to all work together to update the plan, which is required every five years. She noted the IGA does not require any cash match but does require a commitment of staff time. She noted the agreement outlines the work and the partnership and recommends the Commission authorize the Mayor's signature. Brief discussion followed.

Commissioner Dyer made the motion to approve the IGA for the Clatsop County Natural Hazards Multi-Jurisdictional Mitigation Plan Update and authorize the Mayor to execute the IGA. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Dyer – aye; Ackley - aye

Ms. Engbretson noted each jurisdiction will each appoint a steering committee member, and suggested appointing Community Development Director Kevin Cronin, with herself as an alternate.

Commissioner Baldwin made the motion to appoint Community Development Director Kevin Cronin as steering committee member, and City Manager Linda Engbretson as an alternate. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Dyer – aye; Ackley - aye

Finance Director April Clark presented Resolution No. 2532, and noted in the prior fiscal year, the City received a grant from Oregon Parks and Recreation Department for the purpose of constructing the VFW Veteran's monument. She explained the grant process and noted the project is complete and the grant is in the process of being closed. This budget adjustment increases spending authority in the Administration department in the Grants Fund, to pay the last few invoices. Brief discussion followed.

Commissioner Ackley made the motion to approve Resolution No. 2532; Approving and Adopting Increases to the 2018-2019 Budget by Increasing Appropriations for Unanticipated Revenues from Specific Purpose Grant. Motion was seconded and passed unanimously.

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

Public Works Director Collin Stelzig presented a professional services agreement for the SW 4th Street reconstruction project. He noted the contract is for \$44,300.00 with OTAK for the design of engineering plans, technical specifications, contract documents and coordination of bidding and notifications to the selected contractor. Brief discussion followed. Commissioner Baldwin voiced concerns about the condition of 7th and Main and stated the Commission has been talking about paving it for about seven years and nothing has happened. He asked when the city will fix it, and noted they have been promising it for a long time but it has never been repaved. Discussion continued. Mr. Stelzig stated the design has been done for 7th and Main; and noted the city will bring sewer in to that section. He continued to discuss low pressure systems, and grinder pumps. He stated once the sewer line is in, it will be quick. Commissioner Baldwin continued to discuss and stated it should get done as soon as possible since promises were made. Brief discussion continued, and Mr. Stelzig stated if the low pressure system is allowed, work can start next summer.

Commissioner Ackley made the motion to approve staff's recommendation to accept the professional services proposal 68185.A00 from OTAK for \$44,300.00 for the design of engineering plans, technical specifications, contract documents and coordination of bidding and notifications to the selected contractor for the SW 4th Street Reconstruction Project. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Dyer – aye; Ackley - aye

City Attorney Spencer Parsons noted the distributed proposed MOU, drafted by the attorney representing the Warner family, regarding the Perkins Road waterline. He stated the Warners want the city to provide water service to them, and noted there is an obstacle in the way - a 1981 agreement, for a water line with limited connections. Mr. Parsons stated he had recommended the city not provide a connection unless they are willing to indemnify the city against any claims brought by any parties of the 1981 agreement. After that recommendation, the Warners had their attorney do more research. Mr. Parsons further discussed the MOU, and also recommended an addition to the language to include, in the event of a sale of their property the Warners disclose this MOU as well as the 1981 agreement.

Commissioner Ackley made the motion to authorize the City Manager's signature on the MOU, with addition that the MOU is also disclosed when the property is sold. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Dyer – aye; Ackley - aye

DISCUSSION ITEMS

Finance Director April Clark noted at a previous Coffee with the Mayor she gave a presentation on where property tax dollars are spent, and it was suggested she bring this information to a City Commission meeting. She explained where the property tax dollars go, as outlined on the handout. Brief discussion continued.

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GOOD OF THE ORDER

Commissioner Dyer noted he appreciated that the town hall meeting went well, and all was civil.

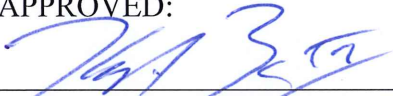
Commissioner Ackley thanked marina staff for the great report on that status of the marinas; she noted they are waiting to get the permit to dredge, and that staff has been doing a wonderful job.

Commissioner Baldwin asked for clarification regarding a social media post on a recent event at the Warrenton Grade School. Police Chief Workman explained that a suspicious item was found in a school locker. He noted he cannot say much because it is still under investigation. He stated the item was secured, and the Fire Department was already on site. He stated he erred on the side of caution and called Hazmat to check the item over, and secure it. He noted they are moving forward with the investigation. Chief Workman stated students and staff were never in danger and he put something out on social media before there was a panic. Commissioner Baldwin noted a negative comment on social media and stated the city did follow protocol and did their due diligence. He also noted the "Fire Truck to School" program, and gave kudos to the Fire Department. He stated he was proud of the city and staff, and noted they are doing a great job. Ms. Engbretson gave assurances that the Police Chief and Fire Chief are in communication in events such as this, and are taking appropriate steps and following procedures.

Mayor Pro Tem Newton stated went to a LOC training on ethics, and noted he is proud of staff. He also stated the task forces will be meeting next year to work on Hammond streets and the marina. He noted he heard news that UCLA is testing new gel to stop the reoccurrence of cancer, and they have had success with it.

There being no further business, Mayor Pro Tem Newton adjourned the regular meeting at 7:14 p.m.

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, City Recorder

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