

MINUTES  
Warrenton City Commission  
Regular Meeting - February 9, 2016  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, Or 97146

Mayor Mark Kujala called the meeting to order at 6:00 p.m., then led the public in the Pledge of Allegiance.

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

Staff Present: City Manager Kurt Fritsch, City Attorney Harold Snow, City Recorder Linda Engbretson, Police Chief Mathew Workman, Interim Public Works Director Ed Wegner, Public Works Foreman Craig Walter, Wastewater Treatment Plant Superintendent Kyle Sharpsteen, Finance Director April Clark, Fire Chief Tim Demers, Librarian Nettie Lee-Calog, Community Development Director Skip Urling.

Mayor Kujala requested a moment of silence in remembrance of Seaside Police Officer Jason Gooding who was killed in the line of duty on Friday, February 5.

Police Chief Mathew Workman noted former Warrenton Officer James Gaebel passed away on Sunday February 7.

**Commissioner Henry Balensifer made the motion to add to the Agenda Item J - Consideration of Change Order No. 1 (Hammond Marina Bank Stabilization Project). Motion was seconded and passed unanimously.**

**Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.**

**CONSENT CALENDAR**

- A. City Commission Regular Meeting Minutes - 01/26/16
- B. Monthly Finance Report - December 2015
- C. Warrenton Community Center Advisory Board Minutes - 11/19/16
- D. Community Development Permit Activity July - December 2015

**Commissioner Henry Balensifer made the motion to accept the Consent Calendar as presented. Motion was seconded and passed unanimously.**

**Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.**

## **BUSINESS**

Christine Bridgens reported the Warrenton Business Association (WBA) is recognizing the Rustic Salon with a Community Pride Award. The owner could not be present so the WBA will present it to her at the business.

An application for appointment to the Warrenton Community Library Advisory Board from Baret Murphy-Becker was considered.

**Commissioner Henry Balensifer made the motion to appoint Baret Murphy-Becker to Position No. 5 on the Warrenton Community Library Advisory Board. Motion was seconded and passed unanimously.**

Paul Nielson, Isler CPA, reviewed the 2014-2015 Audit Report. He explained the implementation of GASB 68 that relates to accounting and financial reporting for pensions. He reviewed Oregon Minimum Standards and the City's compliance with provisions of laws and regulations. Mr. Nielson stated the auditors' responsibility is to express opinions on the financial statements of the City, and they have no major concerns with the City's financial position.

At 6:30 p.m., Mayor Kujala closed the regular session to convene the Urban Renewal Agency to receive the Agency's Audit Report. The regular meeting was reconvened at 6:35 p.m.

Staff requested the Commission consider initiating a street vacation on its own motion. The proposed vacation is a 10 ft. portion of 8<sup>th</sup> Street, between Blocks 3 and 8. A portion of 8<sup>th</sup> Street, excepting the 10 ft. portion, was vacated in 1952 but there is no explanation as to why the 10 ft. was extracted from the original petition. Staff explained there were no utilities in 1952 nor are there utilities today. It seemed appropriate to bring the vacation forward for the Commission's consideration to proceed in this manner.

**Commissioner Henry Balensifer made the motion to direct the City Recorder to provide notice of a public hearing on March 8, 2015, for consideration of vacating the south 10 ft. of 8<sup>th</sup> Street between Block 3 and Block 8. Motion was seconded and passed unanimously.**

**Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.**

City Manager Fritsch explained the City needs to apply for a new loan with the Oregon Department of Environmental Equality for funds for the Core Conveyance Project. These are funds that were left over from the original grant/loan to construct the Waste Water Treatment

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Plant, and that DEQ had previously approved using them for the Core Conveyance Project. New loan documents and a resolution authorizing the City to undertake the project were included in the meeting packet. Staff noted a correction to page 6 of the loan documents. It states the loan is *payable no later than twenty (20) years after the Completion Date*. It should read *thirty (30) years*.

**Commissioner Henry Balensifer made the motion to adopt Resolution No 2455 with corrections made to page six of the loan documents. Motion was seconded and passed unanimously.**

**Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.**

City Recorder Linda Engbretson provided information on options for purchase of a *Speaker Time Clock* to place in the Commission Chambers for use during public hearings and other public speaking opportunities. She recommended purchasing the DSAN Limitimer with additional accessories. Commissioner Balensifer stated he was comfortable with staff's recommendation including the extra audience light and storage and carrying cases. The cost will be approximately \$2,250. The consensus from the Commission was to have staff proceed with the purchase.

City Manager Kurt Fritsch explained that staff worked with the Oregon Department of Fish and Wildlife, local hunters, and the state police to update the City's designated hunting areas for migratory birds in 2014. Ordinance No. 1199-A updates the City's code to match the Oregon Administrative Rules legal descriptions of the revised permitted areas.

**Commissioner Rick Newton made the motion to conduct the first reading by title only of Ordinance No. 1199-A. Motion was seconded and passed unanimously.**

**Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.**

Mayor Kujala conducted the first reading, by title only. *Ordinance No. 1199-A; Describing Those Areas Within the City of Warrenton Open to Migratory Game Bird Hunting and Repealing Ordinance Nos. 905-A and 990-A.*

**Commissioner Henry Balensifer made the motion to adopt Resolution No. 2454; *Appointing Persons to Fill Positions on the Warrenton Business Association and Setting Terms of Office.* Motion was seconded and passed unanimously.**

**Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.**

Mayor Mark Kujala explained the Commission completed the annual evaluation of the City Manager's performance and they would like to add a \$4,000 contribution retroactive to July 2015

and an additional \$4,000 as of July 2016 to the City Manager's 401A Retirement Program.

**Commissioner Henry Balensifer made the motion to authorize the Finance Department to adjust the City Manager's 401A benefits with an increase of \$4,000 retroactive to July of 2015 and the same for this year, 2016. Motion was seconded and passed unanimously.**

**Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.**

City Manager Kurt Fritsch explained the Hammond Marina Bank Stabilization project has been on hold waiting for US Corps Approval to complete the project. Engineering Consultant Adam Daily, OTAK, explained the Change Order extends the time for completion of the contract by 75 days. There is no change in cost. The contract was awarded to Big River Construction in November.

**Commissioner Henry Balensifer made the motion to approve Change Order No. 1 extending the contract 75 days beyond the original contract time to have substantial completion by February 29, 2016. Motion was seconded and passed unanimously.**

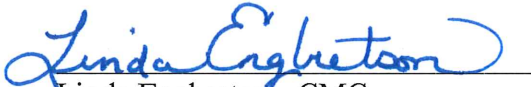
**Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.**

At 7:05 p.m., there being no further business, Mayor Kujala adjourned the regular meeting and announced the Commission would meet in an 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 announced the Commission would not return to regular session to take action on any item discussed during the executive session.

APPROVED

  
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Mark Kujala, Mayor

ATTEST

  
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Linda Engbretson, CMC  
City Recorder