

MINUTES  
Warrenton City Commission  
Regular Meeting – August 23, 2016  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, Or 97146

Mayor Kujala called the meeting to order at 6:02 p.m. and then led the public in the Pledge of Allegiance.

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

Staff Present: City Manager Pro tem Linda Engbretson, City Attorney Harold Snow, Police Chief Mathew Workman, Public Works Director Jim Dunn, Fire Chief Tim Demers, Finance Director April Clark, Community Development Director Skip Urling, Wastewater Superintendent Kyle Sharpsteen, Public Works Foreman Craig Walter and Administrative Assistant Dawne Shaw

#### COMMISSIONER COMMENTS

Commissioner Ackley noted the Wellville strategic planning was last week and there are a lot of good things coming up. They will be going back to Town Hall meetings and expanding services.

City Manager Pro tem Engbretson reminded the Commission of the upcoming LOC Conference and to let her know if they plan to attend.

Mayor Kujala noted that Collin Stelzig recently attended the Diking Summit in Portland regarding levee certification and flood plain issues. Mr. Stelzig gave a very good presentation on the status of the city's levees. Senator Johnson stated that we need to start lobbying to make sure we can be a part of the state programs and funding. Mayor Kujala also noted that the next work session is with Mr. Stelzig on tide gates and he would like to broaden the topic to include a discussion on funding sources and solutions for levee certification. He also requested an update on the 2<sup>nd</sup> street drainage issue. City Attorney Snow advised that we sent a proposal to Mr. Larson and are waiting to hear back from him.

#### CONSENT CALENDAR

- A. Commission Regular Meeting Minutes – 8.9.16
- B. Commission Work Session Minutes – 8.9.16
- C. Police Dept. Monthly Statistics – July 2016

Chief Workman reminded everyone about Family Movie Night on August 26<sup>th</sup>. Mayor Kujala thanked Chief Workman for the reminder and asked him to pass along appreciation to Officer Wirt for organizing the event. He also thanked the Warrenton Business Association for their involvement in the Regatta festivities, the rose planting and the concert in the park and hopes the city can do more activities like this in the future.

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

**Newton – aye; Ackley – aye; Kujala - aye**

## BUSINESS

Community Development Director Skip Urling explained staff has had an increase in inquiries regarding vacation homes/short term rentals on where and how they should be operated. He asked the Commission for some direction or guidance on how to address this issue as it is not addressed in our current municipal code. The discussion continued on the desired regulations, noting that Seaside is a good example. Hammond resident Daryl Birney spoke in favor of regulating or licensing vacation homes, noting there is one next door to him. He stated that there have not been major problems but did note that having an absentee landlord has resulted in minor issues. Mayor Kujala stated that it sounds like people want a mechanism in place to license, regulate or permit vacation rental homes. The discussion continued and it was decided that Community Development Director Skip Urling would bring back a code change/standards for City Commission review before bringing it to the Planning Commission. Mr. Urling proceeded to discuss the shortage of affordable housing. He suggested allowing multiple-family development within the general commercial zone with a conditional use permit. Another suggestion was to stop allowing single family homes in high-density residential zones which would provide opportunities for more multiple-family dwellings. Also suggested was relaxing the rule for duplexes and multi-family dwellings carport or garage requirements.

**Commissioner Ackley made the motion to send a letter on behalf of the City Commission to the Planning Commission in support of affordable housing options. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Kujala – aye**

City Manager Pro tem Engbretson presented Resolution No. 2469, a resolution adopting standards, criteria and policy directives for hiring a city manager and noted that the Commission may take public comment on the matter.

PUBLIC COMMENT - Ken Yuill thanked the Commission for the ability to voice his opinion on

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the city manager matter. He stated his support for making City Manager Pro tem Engbretson the new City Manager. Mayor Kujala noted that he has had discussions with Ms. Engbretson and things are going very well. He does not see a reason to hurry in the hiring process. The Commission discussed adopting the resolution but will postpone going out to a hiring firm.

**Commissioner Ackley made the motion to adopt Resolution No. 2469; A Resolution Adopting Standards, Criteria and Policy Directives for Hiring a City Manager for the City of Warrenton and Repealing Resolution No. 2327. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Kujala – aye**

City Manager Pro tem Engbretson explained the easement in the meeting packet is from Martin Nygaard granting the City a sixty foot wide easement across the tidelands fronting the Skipanon Peninsula for the Core Conveyance project. This easement has been granted at no cost to the City. An additional easement with the Department of State Lands is also required and we are hoping to reduce the \$9,659.03 fee.

**Commissioner Newton made the motion to authorize the Mayor’s signature on the Nygaard and State Easements for the Core Conveyance Project. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Kujala – aye**

**Commissioner Ackley made the motion to send a letter to DSL requesting a fee reduction on the easement for the Core Conveyance project. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Kujala – aye**

City Manager Pro tem Engbretson opened the discussion on the League of Oregon Cities Annual Conference Voting Delegate noting that the meeting is the Saturday morning at end of the conference. The discussion continued on who to appoint as the voting delegate.

**Commissioner Newton made the motion to appoint Commissioner Balensifer as the City’s voting delegate and Mayor Kujala as alternate for the League of Oregon Cities Annual Membership Meeting on Oct. 1, 2016. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Kujala – aye**

There being no further business Mayor Kujala adjourned the meeting at 6:54 p.m., and

announced an executive session, authorized under ORS 192.660(2)(h); *to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.* He stated the Commission would not be returning to regular session to take action on any item discussed during the executive session.

APPROVED:

  
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Mark Kujala, Mayor

ATTEST:

  
\_\_\_\_\_  
Dawne Shaw, Administrative Assistant