

MINUTES
Warrenton City Commission
Regular Meeting – January 14, 2020
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: Mayor Henry Balensifer, Tom Dyer and Mark Baldwin

Excused: Rick Newton, Pam Ackley

Staff Present: City Manager Linda Engbretson, Public Works Operations Manager Kyle Sharpsteen, Police Chief Mathew Workman, Finance Director April Clark, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 12.10.19
- B. City Commission Work Session Minutes – 12.10.19
- C. City Commission Work Session Minutes – 12.17.19
- D. Monthly Finance Report – October 2019
- E. Monthly Finance Report – November 2019
- F. Fisherman’s Benefit Fund – Fee Waiver
- G. System Development Charges Annual Report – FYE June 30, 2019
- H. Parks Advisory Board Minutes – June 2019
- I. Parks Advisory Board Minutes – August 2019
- J. Parks Advisory Board Minutes – October 2019
- K. Parks Advisory Board Minutes – November 2019
- L. Police Department Monthly Statistics – November 2019

Mayor Balensifer noted questions pertaining to the August and October Parks Advisory Board Minutes. Ms. Engbretson noted she is meeting with RARE participant, Morgan Murray, tomorrow and will clarify. Mayor Balensifer clarified his intent. Ms. Engbretson noted the parks community meeting on January 16.

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

Baldwin – aye; Balensifer – aye; Dyer – aye

Per City Charter, the Mayor Pro Tem is selected by ballot by the Commission at the first meeting of each calendar year. City Recorder, Dawne Shaw, read aloud the cast ballots:

Mayor Balensifer voted for Commissioner Newton
Commissioner Baldwin voted for Commissioner Dyer

Commissioner Dyer voted for Commissioner Newton

By majority vote, Commissioner Newton was elected Mayor Pro Tem for calendar year 2020.

COMMISSIONER REPORTS

Mayor Balensifer asked for a moment of remembrance in honor of Muriel Dunn and her family. He paid tribute to Muriel Dunn, noting she was a leading citizen and a pillar of the community.

PUBLIC COMMENT

Jim Ray commented on the condition of the glass recycling center; he suggested improvements. Mayor Balensifer noted there is a plan in the CIP to make improvements to the glass recycling center area; Public Works Operations Manager, Kyle Sharpsteen, confirmed.

PUBLIC HEARING

Mayor Balensifer opened the Public Hearing on the Spur 104 Master Plan. Formalities followed and no conflicts of interest or ex parte contacts were reported. City Manager, Linda Engbretson, gave a staff report on the process. She noted Mr. Cronin's request to conduct another public hearing per the agenda memo. Mayor Balensifer asked for public comment. No one spoke in favor. Mr. Ken Yuill spoke in opposition – He stated he would like to request a continuation to the January 28 meeting because the Community Development Director, Kevin Cronin, is not currently available. He noted the last planning commission meeting that was recently held and continued to note that many questions were brought up during the meeting. He would like the master plan to go through, but he would like Mr. Kevin Cronin to be present to bring clarification to the questions from the Planning Commission Meeting and to everyone who received notices. Mayor Balensifer asked for clarification when the notices were received. Mr. Yuill stated the notice he received was dated December 16, but he received his a few days later. Mayor Balensifer asked for further clarification on Mr. Yuill's main concern; Mr. Yuill stated the commercial square footage. He continued to state his concerns on the allowable commercial square footage, as it is not clear; he gave specific examples. In his opinion if it is voted on tonight it will not be clearly defined and he doesn't want it to be appealed to LUBA. Mayor Balensifer clarified that this would be the first reading. Mr. Yuill noted another point of concern being the conceptual drawings. Mayor Balensifer stated that the conceptual drawings are not binding, he continued to state that what is binding is the code. The conceptual drawings were developed to illustrate what it would look like as a concept. He continued to state what we are voting on is not the drawing, we are voting on the code; it amends the comprehensive plan and it changes parts of the development code as well- it's an overlay. For clarification Mr. Yuill asked about the drawings from Stuart Emmons. Mayor Balensifer noted that commission was very receptive to those drawings, but the drawings were there to illustrate the planning code during the Charrette process to show how the area would develop. Discussion continued. Ms. Engbretson suggested taking testimony, closing the hearing and continuing deliberation and the first reading at the next Commission Meeting.

Mr. Nakka Vijaya Kumar stated he owns property in the affected area and received notice of this hearing. He noted he has no knowledge of what is going on. He stated he intends to buy houses for senior care and noted concerns about the concept plans and how it would affect his plans. Mayor Balensifer noted none of the platted roads are being changed; there will not be new roads added. Mr.

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Kumar requested a continuance to January 28. Mayor Balensifer noted he will close the hearing but will leave the public record open for written testimony for seven days. There being no further comments, Mayor Balensifer closed the public hearing.

Commissioner Baldwin made the motion to extend the written comment period for seven days, and to table the first reading at the next Commission meeting. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Mayor Balensifer noted the Kujalas would like to be included in master plans. He also gave suggestions for alternate development names – more historical. Consensus was Chelsea.

BUSINESS ITEMS

Mayor Balensifer noted Resolution No. 2554, in Memoriam of Muriel Dunn.

Commissioner Dyer made the motion to adopt Resolution No. 2554; In Memoriam of Muriel Dunn. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Paul Nielson of Isler CPA presented the audit results and financial statements for Fiscal Year ending June 30, 2019. Brief discussion followed.

City Manager Linda Engbretson presented Resolution No. 2552 for its second reading.

Commissioner Baldwin made the motion to conduct the second reading of Resolution No. 2552. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Mayor Balensifer conducted the second reading by title only of Resolution No. 2552; A Resolution Amending Exhibit B of Resolution 2538, City of Warrenton Building Permit Fees.

Commissioner Baldwin made the motion to adopt Resolution No. 2552; A Resolution Amending Exhibit B of Resolution 2538, City of Warrenton Building Permit Fees. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

City Manager Linda Engbretson presented Ordinance No. 1234 for its first reading. She noted the public hearing was held on December 10; the commission raised concerns on parking standards. Those concerns are reflected in the amended ordinance.

Commissioner Dyer made the motion to conduct the first reading by title only of Ordinance No. 1234. Motion was seconded and passed unanimously.

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Baldwin – aye; Balensifer – aye; Dyer – aye

Mayor Balensifer conducted the first reading by title only of Ordinance No. 1234; An Ordinance Amending the Comprehensive Plan Article 2, Warrenton Municipal Code Chapter 16, Regarding New Policies and Amended Code to Increase the Supply and Diversity of Housing.

Mayor Balensifer read Resolution No. 2553; Commemorating and Supporting the Warrenton High School Career and Technical Education Center.

Commissioner Baldwin made the motion to adopt Resolution No. 2553; A Resolution Commemorating and Supporting the Warrenton High School Career and Technical Education Center. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Mayor Balensifer noted his nominations for appointments to the Budget Committee and the Library Board.

Commissioner Dyer made the motion to appoint Ms. Becky Seviars to Position No. 1 on the Warrenton Budget Committee. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Commissioner Baldwin made the motion to appoint Ms. Mary Ann Brandon to Position No. 2 on the Warrenton Community Library Board. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Various resolutions were presented to authorize appointments and set terms of office.

Commissioner Baldwin made the motion to adopt Resolution No. 2556; Authorizing Appointments to Fill Positions on the Warrenton Planning Commission and Setting Terms of Office. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Commissioner Dyer made the motion to adopt Resolution No. 2555; Authorizing Appointments to Fill Positions on the Warrenton Community Library Board and Setting Terms of Office. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Commissioner Dyer made the motion to adopt Resolution No. 2557; Authorizing Appointments to Fill Positions on the Warrenton Budget Committee and Setting Terms of Office. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Commissioner Baldwin made the motion to adopt Resolution No. 2558; Authorizing Appointments to Fill Positions on the Warrenton Parks Advisory Board and Setting Terms of Office. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

Commissioner Dyer made the motion to adopt Resolution No. 2559; Authorizing Appointments to Fill Positions on the Warrenton Community Center Advisory Board and Setting Terms of Office. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer – aye; Dyer – aye

DISCUSSION ITEMS – None

GOOD OF THE ORDER

Commissioner Dyer stated he was very pleased with how our city worked together last year. He is thankful for his own health condition and his new liver. He also noted how fortunate it is - how well everyone gets along and works together.

City Manager noted the Fishermen’s Benefit is this Friday and Saturday. She also noted the Town Hall on January 23, and that City Hall is closed Monday for Martin Luther King Day. She noted how well staff was prepared and worked during the recent storm/flooding event and thanked them for their hard work.

Mayor Balensifer encouraged everyone to attend the town hall on January 23 and explained some of the event details ; Facebook live for those who can’t attend in person. He continued to explain the purpose of the January 23 Town Hall meeting.

There being no further business, Mayor Balensifer adjourned the regular meeting at 7:00 p.m.

Respectfully submitted by Lindsay Duarte, Deputy City Recorder

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, City Recorder