

MINUTES
Warrenton City Commission
June 9, 2020
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:00 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Balensifer, Mark Baldwin, Tom Dyer, Pam Ackley (via Zoom), and Rick Newton (via Zoom)

Staff Present: City Manager Linda Engbretson, Community Development Director Kevin Cronin, RARE Participant Morgan Murray, Finance Director April Clark, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Police Sergeant Jim Pierce, Police Chief Mathew Workman and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. A City Commission Work Session Minutes – 5.26.20
- B. City Commission Regular Meeting Minutes – 5.26.20
- C. City Recorder Activity Report

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

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

COMMISSIONER REPORTS – None

City Manager, Linda Engbretson noted the Public Hearing item 6-A is being withdrawn and asked that it be added as a business item to set the public hearing for July 14. There was consensus to add it to the agenda as item 7-E. Ms. Engbretson clarified that the public notice did not get noticed two weeks in a row; it was only noticed once, and ORS requires two notices for street vacations.

PUBLIC COMMENT

Stan Johnson spoke regarding his street vacation request; he stated he was hoping to have the public hearing. He stated it is for the benefit of the city if the street vacation goes forward. He also wanted to make clear that 100% of the neighbors have all agreed that the street vacation is a

good thing and would like to see it go through. Mayor Balensifer noted it is close to the levee and asked if there were any objections from staff on the street vacation related to access to the levee. Ms. Engbretson noted she is proposing to have a meeting with Mr. Johnson this week to discuss whether we need to vacate the full street or partial. Brief discussion followed; Mayor Balensifer suggested a permanent easement vs. vacating the whole road; Mr. Johnson noted he was open to that idea. Discussion followed.

PUBLIC HEARING – None (moved to business item 7-E)

BUSINESS ITEMS

RARE Participant, Morgan Murray noted she had nothing to add to her staff report but would take questions. Commissioner Baldwin noted his concerns with phase 2, and the big mounds in the middle of the property, and what may be under the blackberry briars, possibly construction debris and concrete. Ms. Murray noted there are exposed 2x4's and 2x6's, and concrete; Mr. Cronin stated they have not done any probing, but they have pecked around the site; they have been focusing on phase 1. Commissioner Baldwin asked if there is a site where the fill can be deposited. Mr. Cronin noted if they can find the funding to excavate, they have the grade/fill permit ready to go; and they have a place to put it, and someone to haul it. Brief discussion continued. Mayor Balensifer discussed a park improvement district or a homeowner's association to take over maintenance and operations. Ms. Murray stated that as of now Public Works will be maintaining it, however there is a group of 12 property owners (Park Champions) that are willing to do maintenance, or to raise rent costs a little to fund for a contractor to do the park maintenance, but it has not been officially done yet. Discussion continued.

Commissioner Baldwin made the motion to authorize staff signature on the Pacific Power Consent to Use Agreement. Motion was seconded and passed unanimously.

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

Agenda Item 7-B was withdrawn.

Mr. Cronin noted no new changes to the staff report, and this resolution is just a fix to the budget for this fiscal year. He stated that due to so much new development this year, in addition to adding a traffic engineer to our services, it has depleted his budget. Brief discussion followed.

Commissioner Ackley made the motion to approve Resolution No. 2569; Approving and Adopting Increases to the 2019-2020 Budget by Increasing Appropriations for a Request for Services, Which Will Be Paid by Another Entity. Motion was seconded and passed unanimously.

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

Public Works Director, Collin Stelzig noted this is one of the steps on the Safe Routes to School

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project they have been working on. He noted the letter of intent from Otak included in the packet material. Mr. Stelzig stated he has an estimate for the project, which is close to 2 million dollars. He noted there will be a public meeting. Discussion continued. Commissioner Baldwin discussed a previous ODOT project that had to stop due to utility poles needing to be moved, and private property issues. Mr. Stelzig stated they are in the process of looking at those issues – this is just a letter of intent. He noted that is great information that we can use in discussions; he will look into it. Mayor Balensifer noted is a great step forward to the commission’s goal of getting sidewalks connecting our city and schools and having safe pedestrian pathways.

Commissioner Dyer made the motion to approve the submittal of a Letter of Intent to the Oregon Safe Routes to School Competition Capital Construction Grant Program. Motion was seconded and passed unanimously.

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

Ms. Engbretson recommended setting the Street Vacation Public Hearing date for July 14.

Commissioner Dyer made the motion to set the Public Hearing date of July 14 for the Street Vacation on a section of SE 15th Place. Motion was seconded and passed unanimously.

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

Ms. Engbretson noted the need to add an item to the agenda – Resolution No. 2573, extending the emergency declaration; there was a consensus to add it to the agenda as item 7-F. Ms. Engbretson stated the current declaration ends today; this new resolution extends it through the second meeting in July. She noted the possibility of another round of financial aid in July for COVID related expenses, and we need to make sure we can apply for any reimbursable funds. Mayor Balensifer clarified that the emergency extension does do anything related to emergency orders; and noted a letter he submitted that removes the provision that prohibits nonessential boards from meeting; the extension is solely a funding related declaration.

Commissioner Ackley made the motion to approve Resolution No. 2573; Extending the State of Emergency because of the COVID - 19 outbreak. Motion was seconded and passed unanimously.

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

City Recorder, Dawne Shaw noted the need to add an additional item to the agenda regarding a franchise fee resolution. Ms. Engbretson explained this resolution is to increase the water/sewer/sanitation franchise fees from 3% to 5%. Mayor Balensifer noted for the record that he does not like adding things at the last minute. A copy of the proposed resolution was distributed to the commission. There was unanimous consent to add it to the agenda as item 7-G. Brief discussion followed.

Commissioner Baldwin made the motion to adopt Resolution No. 2572; A Resolution Updating City of Warrenton Water/Sewer/Sanitation Franchise Fees to 5% and Repealing All Resolutions in Conflict. Motion was seconded and passed unanimously.

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

DISCUSSION ITEMS

Ms. Engbretson noted the Parks Board had a meeting on Monday and they recommended banning all smoking in all city parks and trails. Ms. Murray clarified the recommendation. Mayor Balensifer asked if the police will enforce the ban or will enforcement be complaint based. Chief Workman noted due to resources it will be lower on the priority list; and he will ask other cities how they manage it. Commissioner Baldwin noted he does not think we need to ban smoking; people should have compassion and common sense; most people move away from others when they smoke. Ms. Engbretson noted the reason this came to the Commission is there is concern about the new pocket park; there is also an ORS about no smoking near public buildings. Discussion continued; Commissioner Baldwin stated he is not in favor of the ban. Commissioner Dyer noted it is not much of a problem as most people will move away, if there is a problem it can be addressed with offensive littering. Commissioner Ackley stated it irritates her when people smoke in front of store entrances and public places. Commissioner Newton also noted concerns about the fire hazard, specifically in the dog park, and noted the problem trying to enforce it. Mayor Balensifer noted there is enough differences of opinion to at least move forward with consideration of the item beyond a discussion. He asked the commission if they want to spend the staff time to develop an ordinance for public consideration – Baldwin - no; Dyer – willing to have more discussion and look at an ordinance; Ackley - concurred with Dyer; Newton – also concurred. Mayor Balensifer stated it is worthy of further discussion, and to go forward with an ordinance to review and discuss. He noted for the record that he would hope and appreciate that when boards make recommendations, that staff present it in writing. Ms. Engbretson clarified that due to the fact we have not been having board meetings because of the pandemic, it was a last minute ask for this meeting. Staff will come back with an ordinance; Mayor Balensifer asked that it go back to the Parks Board for consideration of details.

Ms. Engbretson discussed past due utility bills/water shutoffs; she noted other cities are talking about this now and she would like the commission to start thinking about when we will reinstitute fees. Discussion followed on how much we have in past due accounts at this point. Ms. Engbretson noted it might be a little early in the process, but we don't want people to get so far behind that it takes them a year to catch up. Mayor Balensifer asked, do we even want to assess a fee due to the current times? Commissioner Baldwin stated he is comfortable with talking about this in another 60 days. Mayor Balensifer noted he is not inclined to waive late fees on TRT's, as this is not their money in the first place. Brief discussion continued; consensus was to not access penalties on utility customers for the duration of the COVID pandemic, and it will be brought back at the end of summer. There was also consensus to enforce, and access penalties and interest on late TRT's. Mayor Balensifer noted a new issue of people moving out of the metro area to rural areas, which will drive housing up even more. He stated in his opinion,

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vacation rentals should be in commercial zones, and noted the ordinance was never finalized. He stated “grandfathering in” should not go forward with the sale of the vacation rental home; residential zones need to stay residential. He stated he is okay with homestay lodging; and he would like to see the ordinance. Commissioner Ackley expanded on the influx of residents from metro areas in various states, and the impact on the housing market. Discussion continued. Consensus is to have staff bring back a vacation rental ordinance.

GOOD OF THE ORDER

Commissioner Ackley stated they are coming along really good with the Unity Tribute Train, and thanked Kelsey Balensifer for her work on it. She asked if the Mayor and his wife would like to be a part of the train, and noted she has heard a lot of good feedback about him being proactive with the COVID response, as well as the rest of the Commission. Mayor Balensifer stated he if takes part, he would like to whole commission to join along. Brief discussion followed.

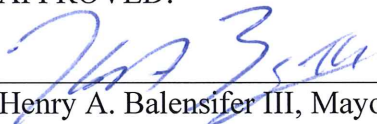
Commissioner Dyer noted the graduation parade, stating that it was nice to see the city involved. He has heard a lot of good feedback.

Mayor Balensifer thanked Commissioner Ackley for her work on the planning of the Unity Tribute Train. He noted the Warrenton High School Fisheries received a grant and explained the details of the grant. He also noted ODOT is doing a project on Perkins between Hwy 104 and Hwy 101 and has concerns; he asked if Mr. Stelzig could give an update. Mr. Stelzig noted the planning is in process, and he has plans people can look at.


Ms. Engbretson thanked the Police Department for their work with last weeks’ protest that took place in front of City Hall.

There being no further business, Mayor Balensifer adjourned the regular meeting at 7:08 p.m.

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, CMC, City Recorder