

MINUTES  
Warrenton City Commission  
Special Meeting  
October 5, 2020  
5:30 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 5:30 p.m. and led the public in the Pledge of Allegiance.

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

Staff Present: City Manager Linda Engbretson (via Zoom), Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, City Attorney Spencer Parsons and City Recorder Dawne Shaw

Others Present: Port of Astoria Airport Manager, Gary Kobes; Port of Astoria Deputy Director, Matt McGrath and Skoular Managing Director, Tom Wortmann

City Manager Linda Engbretson requested to add an item to the agenda – item 4-C, a permit to exceed the 6:00 p.m. construction noise ordinance; there were no objections.

BUSINESS ITEMS

Ms. Engbretson stated Skoular has submitted an application for a fish meal processing plant that will be before the Planning Commission on Thursday, and one of the issues is if they can meet wastewater requirements. In lieu of the Planning Commission outright denying the application, we asked to have an agreement drawn up, and worked really hard with the Port and Skoular to put some conditions in it. She noted the Port of Astoria is meeting tomorrow night to take action on the agreement as well. Ms. Engbretson stated her hope is that the commission would authorize the agreement, pending final approval by legal counsel and staff, so we can keep moving things along. Public Works Director Collin Stelzig noted they worked on the agreement for a couple months and proceeded to outline the conditions and limits. Commissioner Dyer stated he is comfortable with it as written; Commissioner Newton asked for clarification; City Attorney Spencer Parsons explained the agreement. Skoular Managing Director, Tom Wortmann explained the fish meal plant and the choice of location. Ms. Engbretson noted building applications that are pending, and that staff is concerned with our capacity. We are working very hard to move this along, and to make sure issues are addressed. The Port is going to work on their I&I as well. Commissioner Baldwin voiced his concerns about adding another commercial user and noted the I&I issues should have been fixed a long time ago. Mr. Stelzig noted items outlined in the agreement to protect the city, and stated if there are heavy rainfalls, we will turn

them off. Discussion continued on I&I issues. Mayor Balensifer noted the schedule is very tight and explained the importance of this project. Ms. Engbretson noted this agreement will make it a condition of approval that the I&I work will be done. Commissioner Ackley concurred with Commissioner Baldwin and noted everyone has done their due diligence and this is good for Warrenton as long as everything else falls into place. Mr. Wortmann stated plant would operate during fishing season, April thru October, so heavy rainfalls should not be an issue. Discussion continued.

**Commissioner Dyer made the motion to approve the non-statutory development agreement with the understanding that staff will refine the technical points of it, but in substance, this is what the commission is agreeing to. Motion was seconded and passed unanimously.**

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

Ms. Engbretson discussed an extension to Interim Planner Mark Barnes' contract. She noted the original agreement was for \$25,000 and the costs will likely go over that soon. She requested an additional \$25,000 to cover costs over the next few months. Ms. Engbretson stated the new Community Development Director will be here late October/early November.

**Commissioner Baldwin made the motion to approve the extension of Mark Barnes' contract not to exceed \$25,000. Motion was seconded and passed unanimously.**

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


Ms. Engbretson stated Big River Construction made a request to extend work beyond the allowed hours as outlined in Warrenton Municipal Code, to 8 p.m., for 3 days, to finish up work on sidewalks at the new school site. She noted this could be done administratively but the code is not clear. There was consensus to allow the noise variance, as well as coming forward in the future with a resolution to clarify administrative policy related to noise abatement.

There being no further business, Mayor Balensifer adjourned the special meeting at 6:15 p.m.

APPROVED:

  
Henry A. Balensifer III, Mayor

ATTEST:

  
Dawne Shaw, CMC, City Recorder