

MINUTES
Warrenton City Commission
February 9, 2021
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, Tom Dyer, Gerald Poe, and Rick Newton

Excused: Mark Baldwin

Staff Present: City Manager Linda Engbretson, Community Development Director Scott Hess (via Zoom), Harbormaster Jane Sweet, Police Chief Mathew Workman, Fire Chief Brian Alsbury, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 1.12.21
- B. Monthly Finance Report – December 2020

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

Newton – aye; Balensifer – aye; Dyer – aye; Poe - aye

COMMISSIONER REPORTS

Mayor Balensifer requested to add agenda item 7G - Generator Agreement; there were no objections.

After reading a Proclamation, Mayor Balensifer declared March to be Career and Technical Education Month.

Commissioner Newton stated he has been very busy the past two weeks, noting he attended the PSCC meeting and gave a brief update. He also attended LOC conference call and CERT meeting. He gave an update on CERT activities, and he also reminded everyone that CREST drone is available to us as a member.

PUBLIC COMMENT – None

PUBLIC HEARING – None

BUSINESS ITEMS

Fire Chief Brian Alsbury discussed two FEMA grants the fire department would like to apply for. The first, is a grant to replace aging SCBA equipment. He stated the cost for 31 packs is \$200,000; the city would have a 10% match. Ms. Engbretson elaborated and stated the match would come out of next fiscal year's budget. Brief discussion continued.

The second grant is to replace E-2721 at the Hammond station with a new Type 3 apparatus. He stated E-2721 is a 1988 model and is currently in reserve status. It no longer holds water due to a leaking tank and valves. It also has no urban capabilities. He stated the new engine would be placed at the Warrenton station, and the Warrenton engine will move to Hammond. Ms. Engbretson noted these grants provide a savings of almost \$600,000 with a small match.

Commissioner Newton made the motion to authorize the Fire Department to apply for an SCBA grant and an apparatus grant through FEMA AFG Grants. Motion was seconded and passed unanimously.

Newton – aye; Balensifer – aye; Dyer – aye; Poe - aye

Fire Chief Brian Alsbury stated the Warrenton Fire Department (WFD) would like to enter into a Memorandum of Understanding (MOU) with Cannon Beach Rural Fire District, who will be hosting the regional grant for the WFD and south Clatsop County. If awarded, we will be able to replace aging and outdated radio equipment; replacing 13 mobile radios and 57 portable radios. The cost of the radios without the grant would be \$273,000; there is a 5% match which would require the WFD to pay approximately \$13,600. all depts in county going in on this regional grant;

Commissioner Dyer made the motion to authorize the Warrenton Fire Department to enter an MOU with Cannon Beach Fire District. Motion was seconded and passed unanimously.

Newton – aye; Balensifer – aye; Dyer – aye; Poe - aye

Mayor Balensifer discussed Resolution No. 2588, which declares the end of the grandfathering of vacation rentals in residential zones. City Recorder Dawne Shaw noted a date error on the resolution that was corrected for the final version.

Commissioner Newton made the motion to approve Resolution No. 2588; a Resolution Formally Declaring an End to the Grandfathering of Vacation Rentals in Residential Zones. Motion was seconded and passed unanimously.

Newton – aye; Balensifer – aye; Dyer – aye; Poe – aye

MINUTES

Mayor Balensifer discussed the Policies and Procedures for Citizen Boards. Commissioner Newton stated he hopes people realize how many hours the Mayor has put into these procedures.

Commissioner Newton made the motion to adopt the Policies and Procedures for Citizen Boards. Motion was seconded and passed unanimously.

Newton – aye; Balensifer – aye; Dyer – aye; Poe – aye

Mayor Balensifer discussed the creation of the Warrenton Marinas Advisory Committee. Commissioner Newton noted the marina past due account figures look high at the beginning of the month but appear to catch up by the end of the month. He suggested developing a policy regarding abandoned boats, and that the city should push for legislation. Discussion continued. Mayor Balensifer discussed camping at the Hammond marina. He polled the commission for their thoughts on items for the committee to look at and report back on: Commissioner Poe – concerns with people letting dogs run around the east and south part of the basin (and river beach) and not cleaning up after them; suggested adding signage and fines. Commissioner Dyer – long term, he would like to see a multi-use building. Commissioner Newton – put together plan on what to see in 20 years, then break it down; Mayor Balensifer noted the master plan has that. Commissioner Newton – docks, dredging, camping; camping will bring in cash. Mayor Balensifer then asked what staff would like to see. Ms. Sweet stated basic infrastructure is needed – float logs, docks, piles, electrical. Ms. Engbretson stated it is a good idea to look at all the issues and have the committee recommend what to start with. Mayor Balensifer noted it is important for the marina committee to do field trips and get staff input; then give the commission a priority list and a work plan. Ms. Engbretson suggested letting them get a couple meetings done before they come back to the commission. Mayor Balensifer stated he would like to see them meeting monthly, at least to start. The target date for them to report back is next quarter. Brief discussion continued.

Commissioner Newton made the motion to adopt Resolution No. 2589, Creating a City of Warrenton Marinas Advisory Committee. Motion was seconded and passed unanimously.

Newton – aye; Balensifer – aye; Dyer – aye; Poe – aye

Mayor Balensifer noted Resolution No. 2590, appointing members to the newly created Marinas Advisory Board.

Commissioner Newton made the motion to adopt Resolution No. 2590, Appointing Persons to Serve on the Warrenton Marinas Advisory Committee and Setting Terms of Office. Motion was seconded and passed unanimously.

Newton – aye; Balensifer – abstained; Dyer – aye; Poe – aye

Mayor Balensifer abstained from voting as his father is on the board.

Ms. Engbretson stated the Calvary Assembly of God Church received a surplus military generator several years ago, but the church was notified the transfer was not done correctly and they need a government sponsor in order to maintain this piece of equipment. Mayor Balensifer explained the process, noting the need to clarify city responsibility regarding maintenance, etc., and suggested contacting the USPFO office to clarify. It was noted the generator is for the food pantry refrigeration. Consensus was to authorize the city to sponsor the generator for Calvary Assembly of God Church.

DISCUSSION ITEMS – None

Mayor Balensifer asked Chief Workman to speak about his memo regarding the accident in Hammond that was discussed at their January 12 meeting. Chief Workman noted he communicated with ODOT about the lack of curve warning signage, which they have addressed. He also suggested moving the 35 mph sign back before the curve – towards the dog park, but there has been no response at this time. Discussion continued on changing the speed limit; it was noted ODOT previously told us we had to do the engineering study.

GOOD OF THE ORDER

Ms. Engbretson noted this is the month the city is reinstating the late fee/shut off process for past due utility accounts. She is hopeful people will contact the city to set up payment plans. Discussion continued.

Commissioner Newton noted he worked with Spruce Up Warrenton to fix up the Warrenton sign on E. Harbor Drive. He noted progress on artwork that will be installed. He stated Camp Kiwanilong asked Kiwanis for money to help get the internet out at the camp so the school could move classes out there. He stated he reads Alaska newspapers and noted they are way ahead of us in vaccinations and reduction in infections.

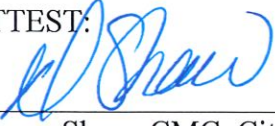
City Recorder Dawne Shaw announced the city has hired a new deputy city recorder, who will start next week. Ms. Engbretson noted the position has been vacant since early June of due to funding as is the case with some other positions.

Mayor Balensifer stated in response to the Oregon Mayors Association (OMA) letter, the governor called a meeting of all Oregon mayors. They thought it would be more of a dialogue, but it turned out to be a rehashing of the same presentation that was given in the press conference the day before. None of the questions that were in the OMA letter were answered. He noted during the LOC President's round table call there was mention of a webinar for city managers about applying for grant for utility revenue replacement through the feds. LOC is putting it together; Ms. Engbretson stated someone will sit in on that.

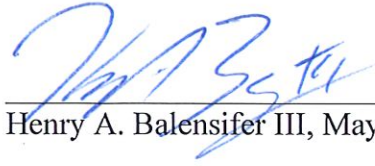
There being no further business, Mayor Balensifer adjourned the regular meeting at 6:57 p.m.

APPROVED:

ATTEST:



Dawne Shaw, CMC, City Recorder



Henry A. Balensifer III, Mayor