

MINUTES  
Warrenton City Commission  
March 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, Mark Baldwin, Gerald Poe (via Zoom), and Rick Newton (via Zoom)

Staff Present: City Manager Linda Engbretson, City Recorder Dawne Shaw, Community Development Director Scott Hess, Harbormaster Jane Sweet, Police Chief Mathew Workman, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, and Public Works Foreman Jason Johnson

CONSENT CALENDAR

- A. City Commission Work Session Minutes – 1.19.21
- B. City Commission Meeting Minutes – 2.23.21
- C. Monthly Finance Report – January 2021
- D. Harbormaster Report

Mayor Balensifer asked Harbormaster Jane Sweet to present the Harbormaster report. Ms. Sweet briefly reviewed the report as outlined in the agenda material. Brief discussion followed on the dredging, dock maintenance and Buoy 10.

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

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

COMMISSIONER REPORTS

Mayor Balensifer presented an Award of Appreciation plaque to former City Commissioner Pam Ackley.

Public Works Director, Collin Stelzig introduced new Public Works Foreman, Jason Johnson.

Commissioner Newton stated he attended a homeless task force meeting and gave a brief update. He also noted a meeting at the museum tomorrow.

PUBLIC COMMENT – None

PUBLIC HEARING – None

BUSINESS ITEMS

Clatsop County Enterprise Zone Manager and CEDR Executive Director, Kevin Leahy (on Zoom) noted the extended enterprise zone abatement agreements, and Resolution No. 2592, as outlined in the agenda packet material. He stated they are requesting approval from the Warrenton City Commission. He noted others attending the meeting on Zoom – Scoular Director of Corporate Development, Tom Wortmann; Buoy Beer President and General Manager, Dave Kroening; & Business Oregon Regional Development Officer, Melanie Olson. Discussion followed.

**Commissioner Newton made the motion to approve Resolution No. 2592; a resolution approving an agreement between the sponsors of the Clatsop County Enterprise Zone and SDYB Opco and authorize the Mayor’s signature on the agreement for the Enterprise Zone Extended Abatement. Motion was seconded and passed unanimously.**

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

**Commissioner Dyer made the motion to authorize the Mayor’s signature on the agreement for the River Barrel Brewing Enterprise Zone Extended Abatement. Motion was seconded and passed unanimously.**

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

Public Works Director Collin Stelzig discussed a contract with Civil West Engineering for the low-pressure sewer collections system at N. Main and NW 7<sup>th</sup> Place. Mr. Stelzig noted this is the first project to start off the improvements on that road. Brief discussion followed.

**Commissioner Dyer made the motion to award the contract for the low-pressure sewer collections system at N. Main Avenue and NW 7<sup>th</sup> Place to Civil West Engineering. Motion was seconded and passed unanimously.**

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

Ms. Engbretson thanked staff for all time they have put into coming up these options to provide services in that area; it has been a couple years’ worth of work.

Mayor Balensifer discussed the Commission Rules and the Warrenton City Rules of Procedure for adoption by Resolution.

**Commissioner Dyer made the motion to adopt Resolution No. 2593; Adopting Warrenton City Commission Rules. Motion was seconded and passed unanimously.**

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

**Commissioner Baldwin made the motion to adopt Resolution No. 2594; Adopting Warrenton City Rules of Procedure. Motion was seconded and passed unanimously.**

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

Mayor Balensifer presented Resolution to adopt the 2021 City Commission Goals.

**Commissioner Baldwin made the motion to adopt Resolution No. 2595; a Resolution of the City Commission of the City of Warrenton, Adopting 2021 City Commission Goals. Motion was seconded and passed unanimously.**

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

Ms. Engbretson requested an addition to the agenda to discuss a grant request from Spruce Up Warrenton for mini storage costs; there were no objections.

Ms. Engbretson noted Spruce Up Warrenton was able to find mini storage for the holiday decorations at a better price than the city has been paying. They are requesting to be reimbursed for the costs incurred to date, and to pay for a year’s storage rent in the amount of \$1,355.83. Ms. Engbretson stated they have also asked the city to donate the decorations to the group. Brief discussion continued.

**Commissioner Baldwin made the motion to donate the WBA assets in storage to Spruce Up Warrenton, a non-profit corporation, and to authorize a grant to pay for mini storage for those assets. Motion was seconded and passed unanimously.**

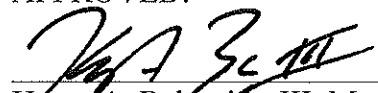
Newton – aye; Balensifer – aye; Dyer – aye; Poe – aye; Baldwin - aye

DISCUSSION ITEMS – None

GOOD OF THE ORDER – None

There being no further business, Mayor Balensifer adjourned the regular meeting at 6:42 p.m.

APPROVED:

  
Henry A. Balensifer III, Mayor

ATTEST:

  
Dawne Shaw, CMC, City Recorder