

MINUTES
Warrenton City Commission
August 24, 2021
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:02 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Henry Balensifer, Tom Dyer, Mark Baldwin, Gerald Poe, and Rick Newton

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

Mayor Balensifer requested to add approval of the Mayor's or City Manager's signature on a letter of support for the Sunset Empire Transit District's bus stop to the consent calendar; there were no objections.

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 8.10.21
- B. Joint Meeting Minutes - City Commission/Parks Board – 8.9.21
- C. Police Department Monthly Statistics – July 2021
- D. Liquor License Application – Flood Valley Taphouse
- E. Approval of the Mayor or City Manager's signature on a Letter of support for the Sunset Empire Transit District's Bus Stop

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

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

COMMISSIONER REPORTS

Commissioner Newton commented on the Girls Build event at the high school.

Mayor Balensifer signed a proclamation for Constitution Week, September 17-23.

PUBLIC COMMENT

Jim Fowler stated he feels that things got off on the wrong foot at the last meeting. He gave details about himself, noting he is invested in this community. He feels some may have the

wrong impression of him. He stated he is trying to do business with the City of Warrenton and would like the City's help. He explained that he is well liked.

PUBLIC HEARINGS – None

BUSINESS ITEMS

Public Works Director Collin Stelzig discussed the event application from Spruce Up Warrenton for the Fall Festival. He corrected the fee amount in the memo; it is \$425. He noted the request is to waive the fee and grant permission to use amplified music. Mayor Balensifer noted this is a city event; the fee should not be charged the contractors doing the event. He feels the fee should be taken out of the business license fund. City Manager Linda Engbretson agreed. Commissioner Newton commented on the library sign.

Commissioner Baldwin made the motion for the \$425 event fee related to park rental and amplified music permits for the Spruce of Warrenton Fall Festival to be coming out of the business license events fund. Motion was seconded and passed unanimously.

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

Commissioner Poe made the motion to approve the event and amplified music permit for the Fall Festival on Saturday, October 30th, 2021. Motion was seconded and passed unanimously.

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

Mayor Balensifer clarified the situation of Lincoln ballfield at Fort Stevens with Mike Moha.

City Recorder Dawne Shaw discussed an event application from Julie Carriere, noting it was submitted as a courtesy to the city. Ms. Carriere noted the music will be from 4:00 p.m. – 8:00 p.m. Ms. Engbretson noted this event has occurred before. Commissioner Poe noted his support. Mayor Balensifer noted his appreciation for the Carriere's submitting an application.

Commissioner Baldwin made the motion to permit the use of amplified music at the Carriere's private event on September 18th. Motion was seconded and passed unanimously.

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

Mayor Balensifer noted the allotted time is until 10 p.m. as stated on the staff memo.

Ms. Engbretson presented Ordinance No. 1254, for its second reading and adoption. She noted this ordinance increases the City Manager's contract signing authority, from \$25,000 up to \$50,000.

Commissioner Newton made the motion to conduct the second reading, by title only of Ordinance No. 1254. Motion was seconded and passed unanimously.

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

Mayor Balensifer conducted the second reading, by title only, of Ordinance No. 1254; An Ordinance Amending Section 1 of Ordinance No. 1128-A; Amending Section 5 of Ordinance No. 1076-A; Updating the Purchasing Manager’s Authority.

Commissioner Newton made the motion to adopt Ordinance No. 1254. Motion was seconded and passed unanimously.

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

DISCUSSION ITEMS

Chief Workman discussed revisions to the Recreational Vehicle Ordinance. He noted his suggested changes as outlined in his handout. There was discussion on RV sewer connections; the Commission and Public Works are not in favor. Mayor Balensifer does not like the 30-day permit and suggested only granting every 180 days. He feels the fine for illegal dumping should be \$1,000 or more. Chief Workman noted there is already a crime for that, but he wants a caveat in the ordinance for accidents. Brief discussion followed. Commissioner Poe would like to see something for hardship. Discussion followed; it could be on a case-by-case basis. Chief Workman noted this has not been vetted by legal yet. He feels it should be determined by legal because case-by-case basis decisions are subjective and difficult to make consistently. He stated this needs to be reviewed by legal for the new homeless regulations. Mayor Balensifer discussed concerns about accumulating derelict RVs. Discussion continued on hardships, length of stays, and fines. Commissioner Newton suggested not allowing RV’s to block house numbers. Commissioner Dyer asked this be run by legal. There was discussion about current issues. There was discussion about de facto camping in residential zones. Commissioner Poe likes what Chief Workman has drafted. Commissioner Baldwin noted he does not like the 15-day or 30-day permits. It was noted RV permits for construction are 6 months. Discussion continued about permit length and enforcement. Ms. Engbretson noted the importance of clear regulations for fair enforcement. Commissioner Baldwin feels no permits should be allowed unless the house is occupied. Chief Workman noted he has received multiple concerns from property owners about property rights versus regulation. Chief Workman explained how he calculated fees. Discussion followed. Mayor Balensifer feels fees should be based upon TRT (Transient Room Tax) lost by not lodging appropriately. Commissioner Baldwin noted concerns about regulating permits. There was brief discussion about which chapter of the Municipal Code this will affect. Mayor Balensifer suggested discussion with the Planning Commission in a joint meeting in December. There was unanimous consent that 6-month RV permits are only for construction; the rest needs to be vetted with legal and the Planning Commission. Commissioner Poe noted appreciation for Chief Workman’s work. Mayor Balensifer noted complaints about neighborhood issues. Chief Workman noted complaints about increased restriction. There was discussion about restricting permits and fining property owners for violations. Ms. Engbretson asked for clarification that

MINUTES

Warrenton City Commission

Regular Meeting – 8.24.21

Page: 3

this will go to the Planning Commission to review then have a joint meeting on this. Mayor Balensifer agreed. Commissioner Poe would like more time to provide feedback. Chief Workman noted this will be piecemealed to legal. Mayor Balensifer asked that this be considered within the context of other Ordinances being developed.

Ms. Engbretson asked for feedback on the department quarterly report template; statistics will be added. Mayor Balensifer likes the upcoming date section in the Oregon Mayor's Association reports. He would like to see special meetings, events, major projects, etc. There was agreement on the format. Commissioner Newton made comments about planning ahead.

Ms. Engbretson stated there will not be an executive session.

GOOD OF THE ORDER

Commissioner Baldwin asked for an update on the three properties with grade/fill work he is concerned about. Ms. Engbretson stated they have all been issued stop work orders. Mr. Stelzig gave a brief update. Discussion followed. It was noted there will be a discussion about drainage issues at the next meeting. Discussion continued.

Commissioner Dyer asked if the three trees on SW Alder and SW 1st will be removed, noting visual hazard concerns. Mr. Stelzig responded that all the trees are down that are coming down. Mayor Balensifer noted if it does not meet visual standards, it can be revisited for the City to do.

Commissioner Newton discussed a stop work order for SW Alder. He thanked Girls Build. He asked Chief Workman to thank CERT (Community Emergency Response Team) for their help with Buoy 10. He noted suggesting a river camera to the Marinas Advisory Committee.

Ms. Engbretson noted the head-hunting firm has been selected and hopes to bring the contract to the next meeting. She also noted hiring a new Planning Director – Scott Hazelton of Montana.

Mayor Balensifer stated he attended the North Plains Elephant Garlic Festival, noting it is a great example of how a small event can grow in a small town. He noted hope and excitement for growth in Warrenton.

There being no further business, Mayor Balensifer adjourned the regular meeting at 7:05 p.m.

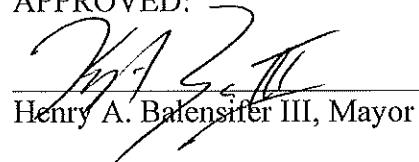
Respectfully prepared and submitted by Rebecca Sprengeler, Deputy City Recorder.

ATTEST:



Dawne Shaw, CMC, City Recorder

APPROVED:


Henry A. Balensifer III, Mayor

MINUTES

Warrenton City Commission

Regular Meeting – 8.24.21

Page: 4