

MINUTES  
Warrenton City Commission  
March 22, 2022  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:01 p.m. and led the public in the Pledge of Allegiance.

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

Staff Present: City Manager Linda Engbretson, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Building Official Van Wilfinger, Police Chief Mathew Workman, Fire Chief Brian Alsbury, and City Recorder Dawne Shaw

Mayor Balensifer requested unanimous consent to add item 8.C Marinas Advisory Committee appointments to the agenda. There were no objections.

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 3.08.22
- B. Warrenton Community Library Board Meeting Minutes – 12.08.21
- C. Police Department Monthly Report – February 2022
- D. Monthly Finance Report – February 2022

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

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

City Manager Linda Engbretson gave a few comments on the retirement of Building Clerk Janice Weese after 15 years with the City of Warrenton. Mayor Balensifer paid compliments to Ms. Weese and her work then presented her with a plaque. Ms. Weese made brief comments about her retirement. Commissioners Baldwin, Poe, and Newton also made comments of appreciation.

COMMISSIONER REPORTS – None

PUBLIC COMMENT -

Susan Walker spoke regarding agenda item 8.B NW 7<sup>th</sup> Place & N Main Low-Pressure Sewer project. She asked questions about the timeline. Mayor Balensifer gave a brief update.

PUBLIC HEARINGS – None

BUSINESS ITEMS

Ballots were distributed for board assignments. Mayor Balensifer noted there was more interest than available assignments so he felt it would be better to do a peer vote rather than direct appointments. He suggested each commissioner state their interest. Commissioner Newton noted CREST asked him to return. He will also be attending LCTC meetings. Mayor Balensifer noted a response from PSCC that the City does not have authority to make nominations. Commissioner Dyer would be interested in LCTC. Commissioner Baldwin would like to complete the Elk Collaborative. Commissioner Poe explained his interest in switching from LCTC to CREST.

City Recorder Dawne Shaw read the ballots aloud. The votes were cast as follows:

	Poe Voted:	Baldwin Voted:	Balensifer Voted:	Dyer Voted:	Newton Voted:
CREST	Poe	Poe	Poe	Newton	Newton
LCTC	Dyer	Dyer	Dyer	Dyer	Newton
Elk Collab.	Baldwin	Baldwin	Baldwin	Baldwin	Baldwin

**The final appointments were Commissioner Poe to the Columbia River Estuary Study Taskforce, Commissioner Dyer to the Lower Columbia Tourism Council, and Commissioner Baldwin to the Clatsop Plains Elk Collaborative.**

Mayor Balensifer requested staff apprise the executive directors of each board about the change in appointments. Ms. Engbretson asked about assignment to CEDR. Mayor Balensifer explained that because there was no interest shown for CEDR, he will keep the assignment.

Public Works Director Collin Stelzig requested approval to bid the NW 7<sup>th</sup> and N Main low-pressure sewer project. Mayor Balensifer clarified details of the project with Mr. Stelzig. The sewer bid will go out this week and road design will begin soon with construction anticipated for late summer / next spring. Discussion followed. Mayor Balensifer asked about city property on the corner of N Main and 7<sup>th</sup>. Mr. Stelzig responded he is not aware of a strategic reason for keeping the property. Ms. Engbretson added that she is preparing a list of city-owned properties for the next city manager.

**Commissioner Dyer made the motion to approve advertising the request for bids for the NW 7<sup>th</sup> and N Main low-pressure sewer system construction. Motion was seconded and passed unanimously.**

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

Mayor Balensifer noted Kevin Dunn resigned from the Marinas Advisory Committee. Per the by-laws, the position needs to be filled by a commercial fisherman. There were two applicants.

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The first was not a commercial fisherman. The second, Tim Kindred, was interviewed. Mayor Balensifer noted he has great ideas and nominated Mr. Kindred for the position.

**Commissioner Baldwin made the motion to appoint Tim Kindred to serve on the Marinas Advisory Committee. Motion was seconded and passed unanimously.**

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

## DISCUSSION ITEMS

State Forest Policy Director from Hampton Lumber, Laura Wilkerson, gave a presentation on the Oregon Department of Forestry's Habitat Conservation Plan (HCP) update. She reviewed the location of forest lands that have been managed by the state. The majority are in Clatsop, Tillamook, and Washington counties. She explained the purpose of an HCP and the importance of complying with the federal Endangered Species Act. This HCP process began over four years ago and was kicked off again in October of 2020 after receipt of the Warrenton's letter of concern regarding negative economic impacts. There were also concerns raised about the first draft being created "behind closed doors," projected decrease in harvest volumes, projected loss of revenue for counties and ODF, and lack of a socio-economic analysis. She reviewed data supporting the concerns. She noted the County submitted an alternative proposal that would allow for more harvest and predator management. The biggest concern is half of the land is dedicated to the habitat conservation area, more than any other HCP on the west coast. The National Environmental Policy Act process is underway, and a draft Environmental Impact Statement (EIS) has been released with 5 alternative plans under consideration. She requested the City participate in the NEPA public comment period for the EIS draft. Mayor Balensifer discussed an outbreak of Sudden Oak Death disease in Brookings that quarantined natural resources. He stated it is shameful and dangerous to move forward without a socioeconomic evaluation. He also noted concern about species becoming extinct. Ms. Wilkerson made comments in agreement. There were no objections to authorize the mayor's signature on a letter on behalf of the commission to demand a socio-economic evaluation in consideration for disease and predator management.

Mr. Stelzig gave updates on Public Works projects as outlined in a handout that included the Hammond waterline, Lewis & Clark raw waterline, downtown Main Street improvements, Safe Routes to School, Water Treatment Plant roof, the N Main Avenue & NW 7<sup>th</sup> Place sewer and road, Hammond stormwater, and the Forest Rim Parklet. Commissioner Baldwin asked for a comparison to ductile iron pipe. There was brief discussion about bulk purchasing materials with other cities that are on a 5-year CIP. There was brief discussion about doing the N Main Avenue NW 7<sup>th</sup> Place work in phases. They plan to do 20-24 ft. wide asphalt, then widen the street and add sidewalk on one side as funds become available. Discussion followed about putting the sidewalks in within 5 years to meet the city standards. Mayor Balensifer feels this project needs to be done as soon as possible. Brief discussion continued. There was brief discussion about a culvert that was removed in Hammond, near Iredale. Mayor Balensifer asked if the Hammond stormwater project will help decrease pooling on Pacific Avenue. Mr. Stelzig explained it will

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increase the capacity. They will also be adding a tide gate and vault inland. Mayor Balensifer asked if the project timeframes are achievable. Mr. Stelzig confirmed and discussed staff burden.

Mr. Stelzig presented a response to Stan Johnson's recent public comment regarding concerns about waterline size for his development. The City required him to do a water model for the development. Mr. Johnson suggested upgrading the size of the waterline instead of doing a water model. The City agreed and determined a 12" waterline would be satisfactory based on a City-created water model. Mr. Stelzig referenced emails in the staff report that Mr. Johnson wanted to do a 10" waterline instead of the 12" and for the City to pay for a portion. Brief discussion followed about future development and master planning. Mayor Balensifer noted he does not have an issue with what has occurred up to this point. Commissioner Baldwin noted the pipe should be put in or proof should be given for different flow requirements. Brief discussion continued about 8<sup>th</sup> Street bridge.

Mayor Balensifer noted a recommendation from the Community Center Advisory Board to move the Senior Lunch to Tuesdays. This would increase revenue potential by allowing the facility to be rented for 3 consecutive days. There was unanimous consent to approve the recommendation and ask the City Manager reach out to the seniors.

Mayor Balensifer read an email from Mark Buffington from Oregon Department of Transportation, in response to the Commission's letter about pavement conditions in Warrenton and the request for school signage.

#### GOOD OF THE ORDER

Commissioner Dyer thanked Mr. Stelzig for taking care of the corner in Hammond.

Commissioner Newton explained a WFD event last Saturday. He thanked Mr. Stelzig for removing a tree and cleaning the welcome sign. He asked about the Walk the Docks. He noted a new banner across the street and reviewed the numbers from the finance report. He noted a requirement of SEI filing. He also noted CREST will be expecting Commissioner Poe.

Mayor Balensifer noted two proclamations for the month of April: Volunteer Appreciation month and Sexual Assault Awareness month.

Ms. Engbretson noted she met with DLCD about the Hammond Marina boundary. Kevin Cronin is assisting with the process. She is hopeful for a couple paths forward.

At 7:16 p.m. Mayor Balensifer recessed the regular meeting to conduct the URA meeting.

At 7:18 p.m. Mayor Balensifer reconvened the regular meeting and announced the Commission will meet in executive session under the authority of ORS 192.660(2)(a); *to consider the employment of a public officer, employee, staff member or individual agent.*

There being no further business, Mayor Balensifer adjourned the regular meeting at 8:07 p.m.

#### MINUTES

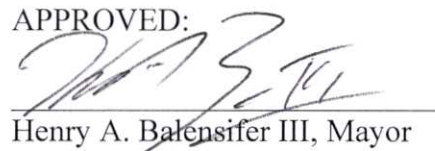
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Respectfully prepared and submitted by Rebecca Sprengeler, Deputy City Recorder.

APPROVED:

  
Henry A. Balensifer III, Mayor

ATTEST:

  
Dawne Shaw, CMC, City Recorder