

MINUTES  
Warrenton City Commission  
April 12, 2022  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:02 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, Public Works Engineering Technician Trisha Hayrynen, Fire Chief Brian Alsbury, Finance Director April Clark, and City Recorder Dawne Shaw

Mayor Balensifer noted the need to add item 7.G – city manager employment contract negotiations. There were no objections.

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 3.22.22
- B. City Commission Work Session Minutes – 3.22.22
- C. Marinas Advisory Committee Minutes – 1.24.22
- D. Warrenton Community Library Quarterly Report – Dec. 2021 – Feb. 2022

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

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

COMMISSIONER REPORTS – None

PUBLIC COMMENT

Mayor Balensifer read the public comment guidelines.

Scott Widdicombe, resident (Zoom), asked if the public is allowed to comment on items in the CIP (Capital Improvement Program). Mayor Balensifer noted opportunity during public comment or at the budget meeting. Mr. Widdicombe noted his objection that there are no Hammond streets in the CIP. He would like to see a full rebuild of a Hammond street in the CIP. He also asked if there are other opportunities for public involvement regarding this. Mayor

Balensifer noted Mr. Widdicombe is welcome to continue submitting materials to the commission and city manager and to review various city plans regarding road conditions and funding. He also explained state grant funds for pedestrian walkway projects in Warrenton.

PUBLIC HEARINGS – None

BUSINESS ITEMS

City Manager Linda Engbretson presented a request from James and Jennifer Fowler to add food carts to the property during the summer season. The property is a sublease of city property in the Hammond Marina known as Sturgeon Paul's. James Fowler noted they have been approached by vendors to add food carts and other booths to the property. The Fowlers would like to continue cleaning up the property and create an open-air market during the summer as a gathering area for people while their fish are being processed. He continued discussing his vision. Commissioner Newton asked questions then noted his support. Commissioner Dyer feels it is nice the property is being cleaned up and noted his support. Commissioner Baldwin noted he is not in opposition but would like to ensure the property is cleaned up first. Commissioner Poe noted he is not in opposition. Mayor Balensifer agreed with Commissioner Baldwin that the food carts should not be put in until the lot is cleaned up. Mr. Fowler agreed. He expressed his desire to stay long-term and would be willing to enter a new lease. Brief discussion continued. Commissioner Newton made accusatory comments towards Mayor Balensifer regarding comments during the lease transfer. Mayor Balensifer stated the comment was out of order and requested Commissioner Newton cease his comment. Mayor Balensifer noted per the City Charter, lease negotiations are done by the city manager. There were no objections to allow food carts after the lot is cleaned up. Mr. Fowler apologized to the commission about his conduct at previous meetings. Mayor Balensifer stated this is a great step in a new direction.

Public Works Director Collin Stelzig discussed three pieces of equipment that Public Works loaned to the Marina that are no longer in use. He requested permission to declared them as surplus.

**Commissioner Baldwin made the motion to declare the above listed items, a 1986 GMC Dump Truck, a 1987 Case Backhoe and 1998 Dodge as “surplus” and be disposed of according to current administrative policies. Motion was seconded and passed unanimously.**

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

Mr. Stelzig explained they have been working with several organizations on funding for tide gate projects. He requested permission to start negotiating a contract for the work.

**Commissioner Baldwin made the motion to approve the continuation of working with Business Oregon in developing a contract agreement for the Business Oregon Tidegate planning grant. Motion was seconded and passed unanimously.**

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

Mr. Stelzig discussed a water main easement for Trillium House. He explained the easement is required because the city will own, operate, and maintain the waterline and hydrant. It was noted the size of the waterline will be sufficient for the development.

**Commissioner Dyer made the motion to accept the proposed 20-foot waterline easement for access and maintenance purposes for the Trillium House development. Motion was seconded and passed unanimously.**

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

Mr. Stelzig discussed a second easement for Trillium House for an unnamed right-of-way. This easement will allow their private stormwater utilities to drain into the city stormwater system.

**Commissioner Newton made the motion to provide a 12-foot easement in the unnamed right-of-way of Tract 3 of Chelsea Gardens, for a private stormwater pipe to benefit the Trillium House development. Motion was seconded and passed unanimously.**

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

Keith Ziobron (Zoom) discussed Warrenton Brownfields, specifically 238 S Main Avenue. Mr. Ziobron discussed two grant opportunities for brownfield remediation, as outlined in an email he sent to the commission prior to the meeting. Mayor Balensifer explained the background on brownfield discussion and COL-PAC's involvement. He noted the grant is only available to public entities and noted the urban renewal potential. Mr. Ziobron outlined the available funding for the cleanup. Discussion continued about the property. Ms. Engbretson asked if the City would need to own the property to take advantage of the funds. Mr. Ziobron responded that an assessment could be done if the City intended to purchase the site as a part of the due-diligence process, but funding for clean-up work would require that the City own the property.

Mayor Balensifer noted the recommendation in executive session to designate a person to negotiate a contract for city manager employment.

**Commissioner Poe made the motion to appoint the Mayor as the City Commission's designated negotiator, along with legal counsel, for the city manager contract. Motion was seconded and passed unanimously.**

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

DISCUSSION ITEMS – None  
GOOD OF THE ORDER

Commissioner Newton reviewed several past and upcoming events. He apologized for lashing out at the mayor and explained his reasoning. He noted to two people called him about the food

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cart pod, then asked the mayor if he distributed the plan he brought from Tillamook to the other commissioners. Commissioner Newton continued his comments towards the mayor. Mayor Balensifer warned that he is in violation the City Commission rules. Commissioner Newton continued his comments about the food cart pod.

Commissioner Baldwin reminded all commissioners that this is a democracy. They were voted to be here. He noted his embarrassment regarding certain attitude and behavior. He discussed his thoughts on the lease transfer with the Fowlers. He stated he was appalled and again asked Commissioner Newton to stepdown from his position.


Commissioner Poe agreed with Commissioner Baldwin that Commissioner Newton's outbursts are out of order, disruptive and embarrassing. He also asked Commissioner Newton to step down.

Mayor Balensifer noted perception issues and bit of unfortunate early campaigning. He also asked Commissioner Newton to step down.


There being no further business, Mayor Balensifer adjourned the regular meeting at 6:37 p.m.

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

APPROVED:

  
Henry A. Balensifer III, Mayor

ATTEST:

  
Dawne Shaw, CMC, City Recorder