

MINUTES
Warrenton City Commission
July 26, 2022
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:00 p.m. and led the public in the Pledge of Allegiance.

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

Staff Present: City Manager Linda Engbretson, Police Chief Mathew Workman, Fire Chief Brian Alsbury, Finance Director April Clark, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Engineering Technician Trisha Hayrynen, Planning Director Jay Blake, and City Recorder Dawne Shaw

Mayor Balensifer made comments about retiring City Manager Linda Engbretson. He outlined the many projects completed under her leadership. He presented her with an appreciation plaque. Ms. Engbretson and the Commissioners also made comments.

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 7.12.22
- B. Police Department Monthly Report – June 2022

Commissioner Newton discussed the police statistics with Police Chief Mathew Workman.

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

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

COMMISSIONER REPORTS

Mayor Balensifer attended the Clatsop Economic Development Resources meeting. There are encouraging programs launching soon to assist businesses and childcare facilities. He also noted a meeting last week with Oregon Board of Forestry.

PUBLIC COMMENT

Dennis Faletti thanked Ms. Engbretson for her dedication to the city and wished her well.

Jim Ray asked about the status of the Hammond waterline, new post office, and Popeyes. Public Works Director Collin Stelzig gave an update on the Hammond waterline. They received earmark funds. Fall of 2022 application and guidance will be available for the process. Mayor Balensifer noted a recent call about the post office. The public process was finished last year. A suitable site and developer are being sought out.

PUBLIC HEARINGS – None

BUSINESS ITEMS

Planning Director Jay Blake discussed the Goal 9 and code amendments. He requested it be remanded back to the Planning Commission. It was noted that the Port of Astoria is a major owner of Industrial land. Port of Astoria Deputy Director Matt McGrath answered questions.

Commissioner Newton made the motion to remand Ordinance No. 1258 and the Goal 9 amendment process and Comprehensive Plan amendments and code changes to the Planning Commission for de novo hearings with the proper state notification. Motion was seconded and passed unanimously.

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

Ms. Engbretson discussed the Head Start deed transfer process. It needs to go to the voters because it is over the charter requirement. She presented Resolution No. 2632 for adoption.

Commissioner Baldwin made the motion to adopt Resolution No. 2632; Authorizing an Election on November 8, 2022 and adopting the Ballot title: Deed Head Start Property to Clatsop County Community Action. Motion was seconded and passed unanimously.

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

Mr. Stelzig discussed advertising the request for bids for the Water Treatment Plant roof replacement project. There was discussion about materials.

Commissioner Baldwin made the motion to approve advertising the request for bids for the Warrenton WTP Roof Replacement Project. Motion was seconded and passed unanimously.

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

Ms. Engbretson discussed the lease transfer of the old Hammond Town Hall to the VFW. The city is working through the legal process, which will take some time. A lease would allow them to start using the building sooner.

Commissioner Newton made the motion to authorize the Mayor's signature on the lease with VFW Post 10580 Auxiliary for the old Hammond Town Hall for \$1.00 a year, pending

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final approval of the lease documents by legal counsel. Motion was seconded and passed unanimously.

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

Mayor Balensifer noted the League of Oregon Cities 2023 legislative priorities. After some discussion, there was unanimous consent to forward the following priorities:

1. 7A. Property Tax Reform
2. 9D. Funding for Recovery of Abandoned Recreational Vehicles
3. 7B. Lodging Tax Flexibility
4. 8D. Cybersecurity and Privacy

Ms. Engbretson presented the Emergency Operations Plan for adoption. This has been an ongoing process since 2018. Brief discussion followed.

Commissioner Dyer made the motion to adopt the City of Warrenton Emergency Operations Plan, May 2022. Motion was seconded and passed unanimously.

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

Ms. Engbretson discussed the interim city manager appointment, noting a memorandum of understanding (MOU). There was consensus to compensate an interim at Ms. Engbretson’s same rate.

Commissioner Baldwin made the motion to appoint Mathew Workman as Warrenton Manager Pro-tem, beginning August 6, 2022 with compensation set as same as the current city manager and authorize mayor’s signature on the MOU. Motion was seconded and passed unanimously.

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

Mr. Stelzig discussed advertising the request for bids, for the 2022 Paving Management project. He elaborated on past and present Hammond projects. Commissioner Newton will abstain from voting on this as he owns adjacent property. Discussion followed about pavement thickness.

Commissioner Baldwin made the motion to approve advertising the request for bids for the for the 2022 Paving Management project. Motion was seconded and passed unanimously.

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

Mr. Stelzig made comments about Ms. Engbretson. Mr. Stelzig also gave an update on the 7th and N Main project.

Staff requested addition of two agenda items: a vehicle contract for two Fire Department F-150 trucks and the Regatta Festival event fee waiver. There were no objections.

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Fire Chief Brian Alsbury discussed a contract for two new F-150's from Landmark Ford.

Commissioner Dyer made the motion to approve the contract for two vehicles for the Warrenton Fire Department. Motion was seconded and passed unanimously.

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

Ms. Engbretson discussed the event application and fees. Spruce Up Warrenton submitted two event applications: Astoria Regatta Festival Movie in the Park and the Fall Festival. She noted the cost of each event. Spruce Up Warrenton will come back at the next meeting with a grant request. Discussion followed about funding and grant options. It was noted that The Fall Festival costs should come out of the Business License Fund, and the Regatta fees should come out of the Business License Fund, this year, due to the short timeline. Discussion continued on other events and organizations. There was unanimous consent that going forward, if the city is not sponsoring the event, we should not waive the fees; and there should be a formal written policy on event fees.

DISCUSSION ITEMS – None

GOOD OF THE ORDER

Commissioner Poe noted he will need to be excused from upcoming Columbia River Estuary Study Taskforce meeting due to the City Manager interviews.

Commissioner Newton commended Building Inspector Christian Jensen for his work ethic. He noted an Oregon childcare program CEDR is working with. Clatsop Works placed twenty-one interns. Clatsop Community College has scholarship funds. He noted an upcoming "I Love Hammond" meeting. He noted the success of the museum's balloon promotion. Kiwanis is doing a kids parade during the movie in the park. He noted a log truck driver's experience. He feels a competitive analysis is needed for the food cart pod.


Mayor Balensifer commented on Ms. Engbretson's departure.

There being no further business, Mayor Balensifer adjourned the meeting at 7:02 p.m.

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, CMC, City Recorder