

MINUTES  
Warrenton City Commission  
November 8, 2022  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Pro-tem Mark Baldwin called the meeting to order at 6:00 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Pro-tem Mark Baldwin, Mayor Henry Balensifer (via Zoom), Tom Dyer, Gerald Poe, and Paul Mitchell

Staff Present: City Manager Esther Moberg, Police Chief Mathew Workman, Finance Director April Clark, Public Works Operations Manager Kyle Sharpsteen, Utility Worker Jim McCarthy, Water Treatment Plant Operator Dave Davis, Planning Director Jay Blake (via Zoom), Deputy City Recorder Brittney Johnson, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 10.25.22
- B. Monthly Finance Report – September 2022
- C. Community Center Advisory Board Minutes – 04.21.22
- D. City of Warrenton Employee Handbook

**Commissioner Dyer made the motion to approve the consent calendar as presented with the amended minutes. Motion was seconded and passed unanimously.**

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

COMMISSIONER REPORTS

Commissioner Poe noted that he attended the CREST meeting via zoom and gave an update that the Port of Astoria will pull out of CREST, as a group they moved and voted and approved a space to an individual that he believes will do good for the CREST Program. He also said that there wasn't much more information given out and when there is to why the Port of Astoria pulled out, he will bring that to the commission.

Mayor Balensifer stated was pleased that Community Action will be part of the greater Clatsop Plains Elk Collaborative and there is a declaration of cooperation being drafted up for them to sign on to the project. He provided additional information on the elk collaborative and noted that next year CREST will be taking over for the collaborative as project manager.

City Manager Esther Moberg stated Harbor Master Jane worked with a local contractor and had a boat removed from Marina today; the boat had been in the Marina since 2008. She noted there are still a few other boats in the Marina they are working on getting removed, noting that one of them is going to be a lot harder to remove and will take more time.

## PUBLIC COMMENT

Public Comment was received via email from Sammi Beechan regarding the ongoing development on Jetty Street. Mayor Pro-tem Baldwin admitted it into the record and noted the city is following up with the Beechan's on November 15<sup>th</sup>.

## PUBLIC HEARINGS – None

## BUSINESS ITEMS

Mayor Pro-tem Baldwin noted business item 7B will be removed from the agenda; there were no objections.

Police Chief Workman stated the WPD is part of the LESO program, it a federal program that started in 1997 that passes through surplus items from the local government to law enforcement agencies. WPD joined in 2012 and has since then received the Humvee plus twelve weapons: eight M16's and four M14's. Every year WPD gets inventoried for surplus items and this year they were selected for a spot audit, where federal and state auditors came to the WPD and physically inspected the property and paperwork all the items and paperwork were in order but was informed that WPD needs to comply with Executive Order 14074 that was signed in May of this year. Under this Executive Order WPD will need several items that can be requested through the LESO program. Chief Workman requested as the CGB for the City of Warrenton, for the commission to grant the City Manager the authority to review any controlled property the WPD would like to request through the LESO program and be able to grant or deny permission to request that property. The reason for allowing the City Manager to make the initial decision is that the nature of any request for property is on a first come first served basis and waiting for the next Commission meeting would mean the property will not be available to reserve.

Mayor Balensifer asked if this is the same program Public Works gets the generators from; Chief Workman stated you can get generators from this program, but this program is specifically for law enforcement agencies.

**Commissioner Mitchell made the motion to authorize the WPD to continue to participate in the LESO Program and give the City Manager authority to approve or deny the WPD to request controlled Property from the LESO Program. Motion was seconded and passed unanimously.**

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

Planning Director Jay Blake informed the commission that Clatsop County has acquired a piece of land, that piece of land is part of SW Main Court and is a dead end that provides access to a couple of duplexes and a four plex and has an appearance of a public road also we have public utilities underneath it. Clatsop County is requesting that we accept a quit claim deed for this track of land so it can become city ownership and city responsibility. This comes about because of a property owner who keeps storing vehicles there, this will give us and our police department direct authority to address this and any situation because this then would be on city property and not county property.

**Commissioner Poe made the motion to accept a quit-claim deed from Clatsop County for parcel number 81021AC00601. The tract is used as access to six residential units and the City of Warrenton currently maintains public water lines under the roadway. Motion was seconded and passed unanimously.**

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

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DISCUSSION ITEMS – None

GOOD OF THE ORDER

Commissioner Mitchell thanked the Public Works staff for their work in adverse conditions.

Ms. Moberg noted a water break in Hammond today and stated Public Works was out there again to take care of it.

Mayor Pro-tem Baldwin also noted his appreciation for Public Works staff.

There being no further business, Mayor Pro-tem Baldwin adjourned the meeting at 6:20 p.m. At 6:21 p.m., reopened the meeting to allow Sammi Beechan to give her public comment. Ms. Beechan then presented her public comment as submitted by email. She also noted that she wanted to give thanks to everyone for hearing her out and looking forward to talking with Ms. Moberg about her concerns on the impact of 444 Jetty St.

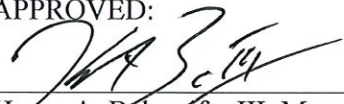
There being no further business, Mayor Pro-tem Baldwin adjourned the meeting at 6:23 p.m.

Respectfully prepared and submitted by Brittney Johnson, Deputy City Recorder.

ATTEST:

  
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Dawne Shaw, CMC, City Recorder

APPROVED:

  
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Henry A. Balensifer III, Mayor