

MINUTES  
Warrenton City Commission  
January 24, 2023  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Pro Tem Baldwin called the meeting to order at 6:05 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Pro Tem Mark Baldwin, Tom Dyer, Gerald Poe, and Paul Mitchell

Excused: Mayor Henry Balensifer

Staff Present: City Manager Esther Moberg, Police Chief Mathew Workman, Fire Chef Brian Alsbury, Library Administrative Assistant Cass Williams, Public Works Engineer Technician Trisha Hayrynen (via Zoom), Public Works Utility Worker Jim McCarthy, Public Works Utility Worker Mike Ulness, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Work Session Minutes – 01.06.23
- B. City Commission Meeting Minutes – 1.10.23
- C. Warrenton Community Library Board Meeting Minutes – 12.14.22
- D. Police Department Monthly Report – December 2022
- E. Police Department Statistics Review – 2022

City Recorder Dawne Shaw noted there are updates to consent items D and E; Chief Workman explained the updated statistics and the reasoning for the revision. He submitted updated reports for the record.

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

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

Mayor Pro Tem Baldwin reviewed a request from the County for a letter of support of their Resolution regarding homeless funding. He stated the Governor passed an allotment with the idea that more allotments would be passed. Now to be considered for the allotment, the State has said it is the county's job to put forth their request. The county is asking for the city's support for their request for the homeless funding process. Discussion continued. Mayor Pro Tem Baldwin requested to add it as Business Item 7-H; there were no objections.

COMMISSIONER REPORTS

Commissioner Poe noted that CREST requested him to be treasurer, and that he accepted.

Commissioner Mitchell noted he just left CEDR meeting and gave a brief update, noting that the biggest needs in the county right now are help with homelessness and unemployment.

Mayor Pro Tem Baldwin read a Proclamation, declaring February 2023 as Love your Library month.

## PUBLIC COMMENT

Dave Zunkel spoke in regard to the library. He stated he is the Vice Chair of the Friends of the Library group. He stated the Friends and the Library Board urge the commission to support the recommendation of the levy. The recommendation is to keep the levy stable for the time being, for there to be no increase in taxes for the community that is already struggling.

## PUBLIC HEARINGS – None

## BUSINESS ITEMS

Community Library Advisory Board Chair, Kelsey Balensifer (via Zoom) presented the board's recommendation for the upcoming five-year local option levy to fund library operations. She spoke of the levy that failed on the November ballot. She noted this levy is the sole source of funding for the library. Ms. Balensifer stated the board is recommending continuing at the current rate of \$0.33 per \$1,000 of assessed value. She requested the Commission approve moving forward with placing it on the May Ballot. Commissioner Dyer stated he was extremely disappointed when it did not pass in November. Commissioner Mitchell noted that he believes a library is what makes a city, a city, and that without one it would be a great loss to our city. Commissioner Poe also commented on how many people he sees benefiting from the library, especially the population with lower income. Mayor Pro Tem Baldwin agreed with all the comments.

**Commissioner Mitchell made the motion to accept the recommendation. Motion was seconded and passed unanimously.**

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

City Manager Moberg presented Ordinance No. 1260 for its second reading and adoption.

**Commissioner Poe made the motion to conduct the second reading, by title only, of Ordinance No. 1260; Renaming a Portion of SE 19<sup>th</sup> Street in Section 27 of the City of Warrenton. Motion was seconded and passed unanimously.**

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

Mayor Pro Tem Baldwin conducted the second reading, by title only, of Ordinance No. 1260.

**Commissioner Poe made the motion to adopt Ordinance No. 1260.**

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

Fire Chief Brian Alsbury requested to declare Rescue Vehicle 2751 as surplus. He noted the vehicle is older and is no longer usable, and the cost of maintaining the vehicle is becoming absurd. He would like to put it on an auction site to get rid of it.

**Commissioner Dyer made the motion to declare R2751 as surplus and sell via WMC 3.28.080. Motion was seconded and passed unanimously.**

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

## MINUTES

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City Manager Moberg presented Resolution No. 2637 for its adoption, noting the first reading was held at the Commission's last meeting.

**Commissioner Dyer made the motion to conduct the second reading, by title only, of Resolution No. 2637; Adopting Construction Review fees; Establishing February 24, 2023, as the Effective Date. Motion was seconded and passed unanimously.**

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

**Commissioner Dyer made the motion to adopt Resolution No. 2637. Motion was seconded and passed unanimously.**

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

Public Works Engineer Technician Trisha Hayrynen (via Zoom) discussed a Request for Qualifications for the Hammond Transmission Waterline Project. Stating they want to hire a consulting engineering firm to help them with all the documents to get the project out to bid.

**Commissioner Dyer made the motion to approve advertising the Request for Qualifications for the engineering design services of the Hammond Waterline Project. Motion was seconded and passed unanimously.**

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

Public Works Engineer Technician Trisha Hayrynen discussed a Request for Qualifications for the Raw Waterline Replacement Project (RP-2). She noted that this is segment two of the waterline replacement project that will consist of eight segments.

**Commissioner Poe made the motion to approve advertising the Request for Qualifications for the engineering design services of the Raw Waterline Replacement Project (RP-2). Motion was seconded and passed unanimously.**

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

City Manager Moberg stated the City has received a request for a Community Center fee waiver for their annual Deep Sea Fishermen Benefit Fund event. Brief discussion followed.

**Commissioner Dyer made the motion to pay the Deep-Sea Fishermen Benefit Fund fees for two days rental of Community Center from the City Commission's training fund. Motion was seconded and passed unanimously.**

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

Discussed continued on a letter of support for the County's resolution to Governor Kotek regarding homeless funding. The Commission was in agreement to draft the letter of support.

**Commissioner Mitchell made the motion to authorize the City Manager to draft a letter of support to Governor Kotek. Motion was seconded and passed unanimously.**

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

DISCUSSION ITEMS

Police Chief Workman discussed city code and ordinances updates as outlined in a previous work session. He reviewed the proposed changes. Commissioner Mitchell asked about licensing/permits – Chief responded. Chief Workman continued his review of the code revisions. Discussion and review continued. Chief noted his next step is to review with legal counsel and then return with an ordinance.

City Manager Moberg gave a summary of the January 6, 2023 work session on City land inventories and land leases. In the meeting they went over land and building inventory, potential for sale in the future, future needs of city departments and existing landlord tenant leases. She stated her next steps would include: getting appraisal and assessments to bring her findings back to the commission; updating leases for tenants; and further assessments on several properties and bring back what she has to the commission for further direction.

GOOD OF THE ORDER

Commissioner Dyer is grateful for working with people that are objective and open minded.

City Manager Moberg appreciated the Proclamation; noted that Love your Library banners are coming along with notices on water bills. She also noted Joshua Saranpaa the incoming Library Director is in attendance tonight. His start date is February 21. She lastly noted Greg Shafer will be starting as the Interim Public Works Director on February 1.

There being no further business, Mayor Pro Tem Baldwin adjourned the meeting at 7:08 p.m.

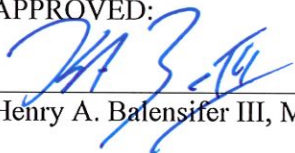
Respectfully prepared and submitted by Brittney Johnson, Deputy City Recorder.

ATTEST:



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Dawne Shaw, CMC, City Recorder

APPROVED:

  
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Henry A. Balensifer III, Mayor