

MINUTES
Warrenton City Commission
February 14, 2023
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.

Commissioners Present: Mayor Henry Balensifer, Mark Baldwin, Tom Dyer, Gerald Poe, and Paul Mitchell

Staff Present: City Manager Esther Moberg, Police Chief Mathew Workman, Finance Director April Clark, Planning Director Jay Blake, Public Works Utility Worker Jim McCarthy, Public Works Utility Worker Mike Ulness, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 1.24.23
- B. Monthly Finance Report – December 2022
- C. Liquor License Application – Mod Pizza

Mayor Balensifer requested to move Business 7A & 7B to after the consent calendar, and to add item 8A – Board Recommendations; there were no objections.

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

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

COMMISSIONER REPORTS

Commissioner Poe informed the Commission that he has been appointed treasurer on the CREST board.

City Manager Esther Moberg announced that Jim McCarthy is here tonight, and that he will be the new acting Public Works Operations Manager.

PUBLIC COMMENT - None

CPA Paul Isler (via Zoom) presented the Audit Report for the period ending June 30, 2022. There were no findings of any inconsistencies. Brief discussion followed about policies and procedures along with the general fund. Mr. Isler informed the Commission that their end of year balance could keep everything up and running for 152 days if nothing came in after the end of year. He stated that is really good; noting you want your end of year balance to be able to sustain your business for 3 to 8 months.

Commissioner Baldwin made the motion to accept the Audit Report for FYE 6.30.22. Motion was seconded and passed unanimously.

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

Library Board Chair Kelsey Balensifer commented on the proposed library levy recommendation. She noted things to love about our library. Mayor Balensifer noted that the measure verbiage is now clearer and believes it will help voters understand it better when it's placed on the ballot. Mayor Balensifer noted Resolution No. 2639; Authorizing an Election on May 16, 2023 and adopting the Ballot Title: Renewal of Local Option Levy to Continue Library Services.

Commissioner Mitchell made the motion to adopt Resolution No. 2639. Motion was seconded and passed unanimously.

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

PUBLIC HEARINGS

Mayor Balensifer opened the Public Hearing on the adoption of Resolution No. 2640, approving the sale of certain real property to Community Action Team Incorporated, of Columbia County, Oregon. Formalities followed. No conflicts of interest or exparte contacts were reported. City Manager Esther Moberg presented her staff report. She noted Dan Brown from Community Action Team on Zoom. Mayor Balensifer asked for public comments. No one spoke in favor or opposition. There being no further comments, Mayor Balensifer closed the public hearing.

Commissioner Dyer made the motion to adopt Resolution No. 2640 a resolution approving the sale of certain real property to Community Action Team Motion Inc. of Columbia County Oregon. Motion was seconded and passed unanimously.

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

BUSINESS ITEMS

Planning Director Jay Blake discussed the annexation of Seafarers Park and the Urban Growth Boundary. He noted that two actions are needed from the Commission. Action one would be, the City Commission formally requests that the land owned by the City of Warrenton that currently lies outside of the city limits be added to the municipal boundary, and that staff would prepare the annexation process. The second part is to request staff to prepare the necessary documents to amend the City of Warrenton Comprehensive Plan to include areas that were part of the Town of Hammond Urban Growth Boundary area to the City of Warrenton Urban Growth Boundary map. Mayor Balensifer asked a few clarifying questions to make sure he was understanding Mr. Blake correctly. Discussion continued.

Commissioner Baldwin made the motion to submit a request for annexation of property adjacent to Seafarers Park and the Hammond Marina currently owned by the City of Warrenton that lies outside of City of Warrenton municipal boundary. Motion was seconded and passed unanimously.

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

Commissioner Mitchell made the motion to authorize a Comprehensive Plan Amendment enabling for the inclusion to the Urban Growth Boundary for both the northerly and westerly tracks as listed on the map. Motion was seconded and passed unanimously.

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

Mr. Blake noted there will be a series of ordinances that go through the Planning Commission and then to the City Commission in the near future.

MINUTES

Warrenton City Commission

Regular Meeting – 2.14.23

Page: 2

DISCUSSION ITEMS

Board Recommendations – Mayor Balensifer addressed the Marinas Advisory Committee recommendation; and noted we now own the building in question and that their recommendation is amended. He then addressed the WURAC recommendation for use of the building. The Mayor asked the Commission and staff on what phase they are currently on for the building. Ms. Moberg gave an update on the status of the Skipanon RV building. She stated staff needs more time, so the building could be appraised and assessed. She plans on coming back at the second meeting in March with an evaluation and a recommendation on if the city plans on using the building or leasing it out. She noted a few different companies that are interested in leasing the building. Mayor Balensifer agreed and noted that in the second meeting in March, the Commission will review all recommendations for the Skipanon RV building.

GOOD OF THE ORDER

Commissioner Baldwin received notification that the Crab Fest needs volunteers. He challenged the Commission to help out.

Commissioner Mitchell noted people’s concerns about the elk and what seems like an increase in elk population. He also noted that there seems to be more elk related accidents. Mayor Balensifer also noted his own, as well as other people’s, concerns on the elk. He asked Chief Workman to state the policy related to elk incidents/cars blocking the roads. Chief Workman noted their process and interactions. Brief discussion continued.

Mayor Balensifer asked if the Commission is okay with directing staff to prepare an ordinance regarding elk and the public stopping vehicles in the middle of the road to watch them, there was consensus.

Mayor Balensifer noted Josh Saranpaa in attendance, who starts as new Library Director next week.

There being no further business, Mayor Balensifer adjourned the meeting at 6:38 p.m.

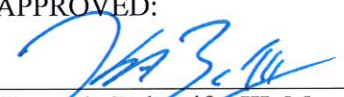
Respectfully prepared and submitted by Brittney Johnson, Deputy City Recorder.

ATTEST:



Dawne Shaw, CMC, City Recorder

APPROVED:



Henry A. Balensifer III, Mayor