

MINUTES
Warrenton City Commission
Work Session – April 11, 2023
5:15 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the work session to order at 5:15 p.m.

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

Staff Present: City Manager Esther Moberg, Finance Director April Clark, Police Chief Mathew Workman, Harbormaster Jane Sweet, Fire Chief Brian Alsbury, Acting Public Works Operation Manager Jim McCarthy, and City Recorder Dawne Shaw

City Manager Esther Moberg noted she was proud of staff, especially the Finance Department for rushing to get the Capital Improvement Program (CIP) out after the very delayed audit. She noted it is a very rough draft.

Ms. Moberg began the review of the CIP, noting the summary and status of projects. She highlighted the Public Works projects that are being carried forward to the next fiscal year, mainly due to staff turnover. She continued the review of the CIP for the General Fund departments: Police, Fire, Facilities Maintenance; Parks and the Quincy Fund.

Mayor Balensifer questions why the Hammond public fishing pier was not in the current CIP document. Ms. Moberg stated there was confusion about where to put it in the budget, as it was originally in Marinas. After brief discussion, Mayor Balensifer suggested putting it in Public Works/Parks as it will be in Seafarer's Park. He explained that to chase after funding or partnerships to help fund, we needed to have it in a plan to show that we are going to do it. Ms. Moberg stated it will be included in the final document. There was consensus from the Commission to keep it in the CIP, under Public Works for FY 2025/2026; the feasibility study will be under Public Works.

Ms. Moberg continued the review of the Building and Planning departments. Brief discussion continued on building department vehicles vs police and alternating each year. Finance Director April Clark explained how the use of ARPA funds is freeing up general funds for vehicle purchases and to put money aside for future use.

Review continued with water; no discussion. CIP review moved to sewer; Mayor Balensifer asked for clarification on the N Main/NW 7th project completion; Ms. Clark stated the sewer portion is completed, the water line and streets portion remains. Discussion continued on the sidewalks and project completion. Review continued with sewer. Mayor Balensifer asked about trailer mounted generators vs stationary and replacing pumps with commonality. Ms. Moberg

stated she will check into it. Commissioner Baldwin discussed the possibility of Hampton Mill using the north lagoon water to fill their fire pond; Mayor Balensifer asked the record to reflect the possible private partnership with Hampton Mill for dewatering the North Lagoon.

Review of the CIP continued. Mayor Balensifer talked about the previous discussions on the possibility of moving Public Works vs a rebuild in the same location. Ms. Moberg stated they would like to keep this in the CIP but are investigating a few options, including looking into the sustainability of the sanitation program and also looking into potential options for alternate locations for the Public Works department.

Review continued with streets: Commissioner Mitchell discussed the cost of the wayfinding signs; discussion on the trail system followed. Review continued. Mayor Balensifer discussed the sidewalk on E. Harbor vs SE Neptune and noted his preference would be for E Harbor. After further discussion, Mayor Balensifer stated a sidewalk on E Harbor is more important project and we should at least look at the cost; the commission agreed.

Storm Sewer: Mayor Balensifer discussed the culvert and tide gate at Enterprise that silts into the Hammond marina docks; he made a made a strong point of noting that whatever design that we do for that, that there is some consideration of how that culvert silts in the docks next to it; there was consensus that it needs to be looked at in the design process. Discussion followed on tide gate replacements; Mayor Balensifer stressed that we need to do all that we can to avoid fish friendly tide gates.

At 5:59 p.m. Mayor Balensifer recessed the work session, noting it will continue after the regular meeting and the executive session.

At 6:39 p.m. Mayor Balensifer reconvened the work session and review of the CIP continued. Ms. Moberg reviewed the distribution of the ARPA funds. Mayor Balensifer briefly mentioned the work that has been done on SW Pine and requested that the city take a look at a section between Gardenia and 9th off NW Warrenton Drive. He noted that road is in abysmal shape. (particularly the 9th street portion, from the pump station to the Tagg ranch) Brief discussion continued on SW Pine.

Public Works Equipment: Commissioner Baldwin questioned the need for the hoist truck, noting the backhoe can take care of the majority of needs. Ms. Moberg stated she can check into the usage and will clarify the description/usage in the CIP. Review continued.

Marinas: Brief discussion on the electrical for M & N docks in Warrenton. In review of the Warrenton Basin Docks redesign, Mayor Balensifer noted the CIP references the 2010 Marinas Master Plan, which was out of date years ago. Ms. Moberg stated this is a place holder, noting the need to start moving forward with space for larger vessels. There needs to be an updated analysis. Mayor Balensifer noted there needs to be brow logs on all commercial docks; and suggested clearer verbiage in the CIP. Review continued on the Hammond basin. Discussion followed on potholes, the marina road conditions and the need for a pavement management plan.

Marinas CIP review continued. Mayor Balensifer stated he was encouraged to see marina

projects reflected in the CIP. He noted Hammond dock replacement and bank stabilization is a higher priority than redoing roads. Discussion continued.

Mayor Balensifer suggested scheduling a work session or a discussion item to continue the discussion on maintenance/pothole issues, and a pothole reporting line. Ms. Moberg noted staff is working on getting a pothole reporting system on the website.

Hamond Bank Stabilization: brief discussion on filling in banks and DEQ requirements. Marina CIP review continued. Discussion followed on the marina skiff vs a Fire Dept. skiff, and a possible shared use.

It was noted that the final CIP will come forward for adoption at last meeting in June.

There being no further business, Mayor Balensifer adjourned the work session at 7:15 p.m.

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, CMC, City Recorder