

MINUTES
Warrenton City Commission
October 10, 2023
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

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

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

Staff Present: City Manager Esther Moberg, City Attorney Josh Soper, Police Chief Mathew Workman, Public Works Director Greg Shafer, Public Works Operations Manager Jim McCarthy, Finance Director April Clark, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 9.26.23
- B. Monthly Finance Report – August 2023
- C. Community Library Board Meeting Minutes – 6.14.23
- D. Community Center Annual Report – 2022-2023

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

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

COMMISSIONER REPORTS

Mayor Balensifer noted the “hullabaloo” on social media regarding the Elk Collaborative. He stated it does not affect Warrenton since landowner preference tags are not part of the elk collaborative. Commissioner Baldwin confirmed.

PUBLIC COMMENT

Tony Faletti discussed the pass from Recology, and that it was only for 9 months. Mayor Balensifer asked that staff look into the length of the Recology pass.

PUBLIC HEARINGS - None

BUSINESS ITEMS

Finance Director April Clark discussed an agreement to extend the Low Income Housing Water Assistance with Clatsop County Community Action. She stated the original agreement with the

program went until September 30th . The extension would allow the agreement to go until March 31st 2024.

Commissioner Mitchell made the motion to authorize the Mayor's signature on the Agreement to Extend Low-Income Household Water Assistance (LIHWA) Program. Motion was seconded and passed unanimously.

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

City Recorder Dawne Shaw stated that the county assessor's office has found that the legal description which outlines the Urban Renewal Boundaries is not accurate. She explained the history of the revisions and noted Ordinance No. 1268 will amend the legal description and is presented for its first reading. Mayor Balensifer asked Ms. Shaw if the city has been receiving funds from properties that weren't in the Urban Renewal Tax District. Ms. Shaw stated they did not capture a small section of Urban Renewal district boundaries and the tax difference is minimal. Discussion continued on the possibility of collecting funds.

Commissioner Dyer made the motion to conduct the first reading, by title only, of Ordinance No. 1268. Motion was seconded and passed unanimously.

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

Mayor Balensifer conducted the first reading, by title only, of Ordinance No. 1268; an Ordinance Amending the Legal Description of Ordinance No. 1230; an Ordinance Making Certain Determinations and Findings Relating to and Approving the Warrenton Urban Renewal Plan Amendment, and Repealing Ordinance No. 1237.

Public Works Director Greg Shafer discussed the contract for the SW 9th and Main intersection project. Mr. Shafer explained the bids received and noted Big River was the lowest responsive bidder. Mayor Balensifer noted a constituents request to update Google to not route people through 9th; there was consensus to submit a request to Google.

Commissioner Baldwin made the motion to approve the award of the SW 9th and Main Ave intersection project to Big River Construction, Inc., in the amount of \$207,951.28 and including a 10% contingency, provided the bid is not protested. Motion was seconded and passed unanimously.

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

Mr. Shafer discussed the contract for the E. Harbor and Heron Force Main Replacement project. Mr. Shafer noted the contract in the agenda packet is not the correct one; stating there is no content change, just format. Mr. Shafer noted the amounts of the other two received bids.

Commissioner Dyer made the motion to approve the award of the E. Harbor and Heron Force Main Replacement project to Advanced Excavation, Inc., in the amount of \$84,420.00 and a 10% contingency, provided no bid protests. Motion was seconded and passed unanimously.

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

Mr. Shafer discussed the condition of the Public Works office building roof. Commissioner Baldwin asked when the project is proposed to start; Mr. Shafer stated once the rainy season is over. Mayor Balensifer asked City Manager Moberg if the public works building will be part of the facilities plan. Ms. Moberg stated that it is not part of the facilities plan but there is a lot that may be considered for Public Works relocation in the future.

Commissioner Dyer made the motion to approve advertising the request for bids for the Warrenton Public Works Roof replacement Project. Motion was seconded and passed unanimously.

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

Ms. Moberg requested to extend the Fowler lease at the Hammond Marina. Commissioner Baldwin noted he appreciates the Fowler's engagement at the meetings and Mornings with the Mayor; Mayor Balensifer echoed his appreciation.

Commissioner Baldwin made the motion to approve the addendum to the Fowler's lease at the Hammond Marina until such time as further action is taken at the leased area. Motion was seconded and passed unanimously.

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

DISCUSSION ITEMS - None

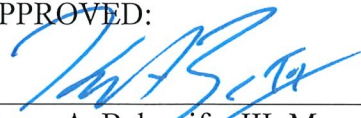
GOOD OF THE ORDER – None

At 6:16 p.m. Mayor Balensifer announced the Commission will now meet in executive session under authority of ORS 192.660(2)(h); *to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed*; and ORS 192.660(2)(e); *to conduct deliberations with persons designated by the governing body to conduct real property transactions*; and ORS 192.660(2)(e); *to consider the employment of a public officer, employee, staff member or individual agent*.

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

Respectfully prepared and submitted by Hanna Bentley, Deputy City Recorder.

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, CMC, City Recorder