

MINUTES
Warrenton City Commission
January 9, 2024
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

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

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

Excused: Commissioner Tom Dyer

Staff Present: City Manager Esther Moberg, Police Chief Mathew Workman, Public Works Director Greg Shafer, Finance Director Jessica Barrett, Public Works Operations Manager Jim McCarthy, Fire Chief Brian Alsbury, and City Recorder Dawne Shaw

Mayor Balensifer added business item 7E selection of Mayor Pro Tem. He exercised the chair's prerogative and moved it to the beginning of the agenda.

SELECTION OF MAYOR PRO TEM

Per City Charter, the Mayor Pro tem is selected by ballot by the Commission at its first meeting each calendar year. City Recorder Dawne Shaw collected the cast ballots and read them aloud:

Commissioner Poe voted for himself
Commissioner Baldwin voted for Commissioner Poe
Commissioner Mitchell voted for Commissioner Poe
Mayor Balensifer voted for Commissioner Poe

By unanimous vote, Commissioner Poe was elected Mayor Pro tem for the 2024 calendar year.

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 12.12.2023
- B. Police Department Monthly Report – November 2023
- C. Parks Advisory Board Meeting Minutes – 10.09.2023
- D. System Development Charges Annual Report – FYE 6.30.23
- E. Abstract of Votes for November 7, 2023 Election

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

COMMISSIONER REPORTS

City Manager Esther Moberg noted necessary emergency work that is taking place on a sewer line this evening she noted the repair could take until 10 pm. Mayor Balensifer noted the need to amend the policy to reflect that there is no requirement to come before the commission for a noise variance to allow construction noise after hours for emergency city utility work.

PUBLIC COMMENT

Tony Faletti noted he was pleased with how the City and Contractor worked together to get the project done at 9th and Main. He also commended the City on the Hammond Bank Stabilization work.

Yana Ludwig of the North Coast Food Web noted they are contemplating moving to Warrenton. She highlighted programs the food web provides. She noted they are interested in the C&S Building Supply location and possible Urban Renewal Agency funding.

Mike Aho board member for Clatsop Care Health District discussed the current state of the facility located in Astoria and the need for a new state-of-the-art facility to be built. He noted that the only property that could fit their needs would be the industrial zone behind Costco. In the past, previous city staff had said the site zoning could be easily amended but current city staff said that amending the zone is something that cannot be done. He noted that in the past, zoning was amended for a medical clinic. He stated that the Clatsop Care Health District Board requests that the City of Warrenton allow the health district to build a state-of-the-art skilled nursing and rehabilitation facility in an industrial zone. Mayor Balensifer asked who told him that a medical clinic was permitted in the North Coast Business Park. He noted that CMH requested a zone amendment, and it did not get approved. Mr. Aho stated it was a prior City Planner, but he was unsure of who it was. Mayor Balensifer asked if he had looked into the Chelsea Gardens Area; Mr. Aho noted the site was not big enough.

PUBLIC HEARINGS - None

BUSINESS ITEMS

Home Serve USA Regional Director Dennis Lyon, gave a presentation on the NLC Service Line Warranty Program. The program would help residents understand their responsibility before an issue arises. The program has three separate coverage products: external water line, external sewer line, and in home plumbing and drain. Commissioner Mitchell asked Mr. Lyon what the average cost to the consumer is; Mr. Lyon stated the cost for water coverage is \$5.25 a month, the cost for sewer coverage is \$7.25 a month and the cost for in-home plumbing coverage is \$9.49. Commissioner Mitchell asked what the average cost for a repair job is; Mr. Lyon stated he does not have the information but will get back to him when he does. Commissioner Mitchell asked if they send someone from inside the community to do the repairs; Mr. Lyon stated that their goal is to work with contractors as local as possible, but they will go out as far as they need to. Commissioner Baldwin asked if they approved it tonight when they could anticipate the program starting; Mr. Lyon responded noting it's about 8-10 weeks. Mayor Balensifer asked what the cost would be if there was revenue sharing; Mr. Lyon stated the monthly cost would

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increase by \$0.50. The Commissioners noted their concerns. After the presentation, the consensus was to not endorse the program.

Public Works Director Greg Shafer discussed an amendment to the grant agreement for the Safe Routes to School, Phase 2. He noted that the Oregon Department of Transportation (ODOT) requested the amendment to the agreement extending the term of maintenance on any facilities built within the ODOT right of way from 7 to 20 years.

Commissioner Baldwin made the motion to approve Amendment #1 – Safe Routes to School Phase 2 Grant agreement to update Exhibit B, Section 3. Motion was seconded and passed unanimously.

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

City Manager Moberg noted the City has received a request for a Community Center fee waiver for the Deep Sea Fishermen Benefit Fund annual dinner. Mayor Balensifer noted his thoughts on waiving fees for non-profit fundraising events when the community center does not have the funds to maintain itself. He suggested scheduling a work session to discuss a policy; there was general consensus was to continue the conversation. Majority agreed on waiving the fee to one day only.

Commissioner Baldwin made the motion to pay the Deep Sea Fishermen Benefit Funds fees for one day rental of the City Community Center from the Business License Fund. Motion was seconded and passed unanimously.

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

Mayor Balensifer noted the resolutions setting the terms of office for the various volunteer boards. He noted the committee vacancies that still exist.

Commissioner Poe made the motion to adopt Resolution No. 2661, Authorizing Appointments to Fill Positions on the Warrenton Planning Commission and Setting Terms of Office. Motion was seconded and passed unanimously.

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

Commissioner Baldwin made the motion to adopt Resolution No. 2662, Authorizing Appointments to Fill Positions on the Marinas Advisory Committee and Setting Terms of Office. Motion was seconded and passed unanimously.

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

Commissioner Baldwin made the motion to adopt Resolution No. 2663, Authorizing Appointments to Fill Positions on the Warrenton Community Center Advisory Board and Setting Terms of Office. Motion was seconded and passed unanimously.

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

Commissioner Poe made the motion to adopt Resolution No. 2664, Authorizing Appointments to Fill Positions on the Warrenton Parks Advisory Board and Setting Terms of Office. Motion was seconded and passed unanimously.

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

Commissioner Poe made the motion to adopt Resolution No. 2665, Authorizing Appointments to Fill Positions on the Warrenton Community Library Board and Setting Terms of Office. Motion was seconded and passed unanimously.

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

DISCUSSION ITEMS

Ms. Moberg gave an update on the active nuisances. She thanked the City Planning Tech for creating the nuisance list. She noted that a portion of the nuisances have been closed. Mayor Balensifer asked Ms. Moberg if a nuisance exists at 1275 NE King; Ms. Moberg stated that per the city code the specific complaints are hard to address with current city code. Mayor Balensifer asked what is preventing the property from being declared a nuisance; Ms. Moberg stated the complaints have not been about the structure and that enforcement has been tricky. Discussion continued on the nuisance code. Consensus was to clarify the nuisance code in a future work session.

GOOD OF THE ORDER

Commissioner Baldwin asked Mr. Shafer about the Safe Routes to School project and the storm water drainage; Mr. Shafer responded. Mayor Balensifer gave Public Works kudos for fixing the stop sign visibility issue.

Commissioner Mitchell apologized for his previous comment about the missing sign by Panda Express, noting he was mistaken.

City Recorder Dawne Shaw noted that next month a new audio and visual system for the chambers will be installed.

Mayor Balensifer noted the Conflict of Interest training on February 3rd.

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

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

ATTEST:



Dawne Shaw, CMC, City Recorder

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APPROVED:



Henry A. Balensifer III, Mayor