

MINUTES
Warrenton City Commission
April 23 2024
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

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

Commissioners Present: Mayor Henry Balensifer (via Zoom), Mayor Pro tem Gerald Poe, Paul Mitchell, Tom Dyer, and Mark Baldwin

Staff Present: City Manager Esther Moberg, Planning Director Matthew Ellis, Police Chief Mathew Workman, Fire Chief Brian Alsbury (via zoom), Public Works Director Greg Shafer, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 4.09.2024
- B. City Commission Work Session Minutes – 4.09.2024
- C. Public Works Quarterly Update
- D. Police Department Monthly Report – March 2024
- E. Mission DG ENA Update

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

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

COMMISSIONER REPORTS

Mayor Balensifer noted an update on the FEMA mapping. He stated he will abstain from voting on any further items this evening on the advice of his doctor since he had just come out of anesthesia.

City Manager Esther Moberg asked to add two business items, a Library Board appointment and a contract for police radio/computers; there were no objections.

PUBLIC COMMENT

Linda Gilliga spoke about the chicken ordinance and asked why now?

Eric Avila spoke in regard to the road closure permit for the Fort Stevens project. He showed the commission a layout of the project. It was noted the road closure is on the agenda.

Stacy Byers spoke regarding the chicken ordinance and noted her displeasure with the \$150 fee.

Annalee Altavilla also spoke regarding the chicken ordinance and noted her concerns with the fee.

Evelyn Bigelow spoke regarding the chicken ordinance.

Jessica Gruetter-Morgan also spoke regarding chickens. She noted that she has chickens for stability.

PUBLIC HEARINGS - None

BUSINESS ITEMS

Matthew Donohue discussed the financials for a Waste Water Treatment Plant General Obligation (GO) Bond. He noted the two estimated project costs (\$12 billion and \$15 billion). Discussion followed on tax rates and assessed value versus real market value, and the potential difficulty of getting the votes for a bond measure. Ms. Moberg noted the goal of the meeting is to present the numbers to the commission. She noted that they are trying to get as much money as possible. She stated the goal is not to increase rates, and to bring in a bond as low as they can. Commissioner Mitchell stated that they need to do a good job informing the community of what happens if they don't do it and what it means financially to them.

Public Works Director Greg Shafer discussed a road closure request for Russell Drive. He noted the closure is to allow for the rehabilitation of the Fort Stevens Historic Guard House. Commissioner Baldwin noted his concerns with fire trucks and school busses being impacted. Brief discussion followed regarding fire trucks and school busses being impacted.

Commissioner Dyer made the motion to approve the road closure on Russell Drive between Pacific Dr. and 1st Avenue between April 29, 2024 and November 9, 2024 for construction on Fort Stevens Historic Guard House. Motion was seconded and passed unanimously.

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

Mr. Shafer presented an agreement amendment for the Safe Routes to School (SRTS) Project. He noted the need to terminate the current agreement due to the the city not being able to admister a federal earmark grant. He noted that the project team met with Oregon Department of Transportatin (ODOT) and they will be able to manage the project. Commissioner Baldwin asked how much the ODOT will receive for managing the project; Ms. Moberg stated they will receive funds for project management and that she does not have the number but will get it to the commissioners. Commissioner Baldwin noted his concerns with the cost of paying ODOT for project management.

Commissioner Baldwin made the motion to approve Amendment Number 02, Safe Routes to School Agreement – Warrenton Grade to High School Main Avenue Safe Walkway Project (Phase 2) Agreement No. SRTS23-20 which results in terminating the agreement in its entirety. Motion was seconded and passed unanimously.

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

Planning Director Matthew Ellis presented Ordinance No. 1272 for its second reading and adoption. He briefly reviewed the rules and regulations the ordinance establishes for the keeping of poultry. Commissioner Baldwin reiterated his concerns with the vague definition of supervision in the ordinance. Mayor Balensifer noted for the records that some of the most aggravated property owner complaints he gets have to do with chickens. Brief discussion followed regarding the cost of the fine.

Commissioner Dyer made the motion to conduct the second reading, by title only, of Ordinance No. 1272, as amended, an Ordinance adding a new chapter 6.12, to the Warrenton Municipal Code to establish regulations for keeping residential poultry. There was no second.

Commissioner Dyer made the motion to table the ordinance until the next meeting. Motion was seconded and passed unanimously.

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

Mr. Ellis discussed Ordinance No. 1266, which establishes criteria for shipping containers in residential zones. He noted the updates that have been made to the Ordinance. Commissioner Baldwin noted his concerns with the 3 foot distance from a residential structure. Fire Chief Brian Allsbury noted he does have concerns with the 3 foot distance.

Commissioner Baldwin made the motion to table this item until the next meeting. Motion was seconded and passed unanimously.

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

Commissioner Baldwin made the motion to table Resolution No. 2666. Motion was seconded.

Mr. Ellis asked for feedback on the fees, and noted the Planning Application Fee Schedule needs to be updated. Discussion followed on concerns with the \$150 fee and the shipping container permit fee. Brief discussion followed regarding fees and how the cost is determined. There was discussion on the chicken permit fee. Mayor Balensifer noted that the chicken ordinance spent a lot of time with the Planning Commission and someone should look at the Planning Commission's record regarding chickens.

The motion to table the resolution passed unanimously.

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

City Manager Esther Moberg discussed Ordinance No. 1273, an Ordinance Amending the City of Warrenton's Municipal Code to add Chapter 12.14; Limitation of Liability for Certain Claims Arising from the Use of Trails or Structures within Public Easements and Unimproved Rights of Way under ORS 105.668.

Commissioner Baldwin made the motion to conduct the first reading, by title only, of Ordinance No. 1273, an Ordinance Amending the City of Warrenton's Municipal Code to

add Chapter 12.14; Limitation of Liability for Certain Claims Arising from the Use of Trails or Structures within Public Easements and Unimproved Rights of Way under ORS 105.668. Motion was seconded and passed unanimously.

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

Mayor Pro Tem Poe conducted the first reading by title only, of Ordinance No. 1273.

Mr. Ellis stated the city was awarded a grant from DLCD for a code audit discussed the appointment of a Residential Code Audit Advisory Committee. Mayor Balensifer noted the committee was originally going to be two Planning Commissioners and two City Commissioners; being Mayor Balensifer and Commisisoner Mitchell; all were in favor.

Commissioner Baldwin made the motion to direct the Mayor to create and appoint to the Residential Code Audit Advisory Committee. Motion was seconded and passed unanimously.

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

Ms. Moberg requested to declare Fire Department Vehicle 2767, a 2005 Chevy Tahoe as surplus.

Commissioner Mitchell made the motion to declare Vehicle 2767, a 2005 Chevy Tahoe as surplus. Motion was seconded and passed unanimously.

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

City Recorder Dawne Shaw noted the resolution setting terms of office on the Budget Committee.

Commissioner Baldwin made the motion to adopt Resolution No. 2668; authorizing appointments to fill positions on the Warrenton Budget Committee and setting terms of office. Motion was seconded and passed unanimously.

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

Ms. Moberg discussed Resolution No. 2669, adoptiong mini storage fees. Discussion followed on the fee amounts. Consensus was to increase the amounts on the large exterior units to \$300 and the large exterior double units to \$600.

Commissioner Baldwin made the motion to conduct the first reading of Resolution No. 2669; A Resolution Adopting Mini Storage Fees, as amended. Motion was seconded and passed unanimously.

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

Mayor Pro Tem Poe conducted the first reading of Resolution No. 2669.

Mayor Pro Tem Poe noted the nomination of Aggie Cooley to the Community Library Board.

MINUTES

Warrenton City Commission

Regular Meeting 4.23.2024

Page: 4 of 5

Commissioner Baldwin made the motion to appoint Aggie Cooley to position 2 on the Community Library Board. Motion was seconded and passed unanimously.

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

Police Chief Mathew Workman discussed a contract for the Mobile Data Computer Project.

Commissioner Mitchell made the motion to approve the Goods and Services contract between Day Wireless Systems and the City of Warrenton to purchase and install mobile data computers into police vehicles and to have the Mayor sign the contract. Motion was seconded and passed unanimously.

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

DISCUSSION ITEMS

Stewart Emmons gave a status report on the City Hall Expansion Feasibility Study and reviewed the potential options. He noted that the Police department currently has 2,722 square feet and needs 7,802 square feet. He noted the Fire Department currently has 7,746 square feet and needs 11,960 square feet. Brief discussion followed.

GOOD OF THE ORDER

Commissioner Baldwin added comments about the FEMA floodplain maps. He stated that it is incredible unfair.

Commissioner Mitchell echoed Commissioner Baldwin’s concerns. He noted his concerns with flood insurance.

Mayor Balensifer made a few more comments on FEMA.

Ms. Moberg noted the floodplain issue is problematic and will bring something to the commission soon. She noted the burn to learn is delayed a week. She thanked North West Parks Alliance for their clean up. She stated that Spruce up Warrenton has started their planning for the 4th of July parade.

There being no further business, Mayor Pro tem Poe adjourned the meeting at 8:03 p.m.

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

ATTEST:


Dawne Shaw, CMC, City Recorder

APPROVED:


Henry A. Balensifer III, Mayor