



City of Warrenton City Commission Minutes

City Hall, 225 S. Main Warrenton, OR 97146
Tuesday, May 27, 2025

1. City Commission meeting called to order at 6:00 pm.
2. Pledge of Allegiance

Commission Members	Present	Excused
Gerald Poe	X	
Jessica Sollaccio (via Zoom)	X	
Tom Dyer	X	
Paul Mitchell	X	
Henry Balensifer, Mayor	X	

Staff Members Present	
City Manager Esther Moberg	City Recorder Dawne Shaw
Police Chief Mathew Workman	Public Works Director Kevin Gorman
Public Works Operations Manager Rock Haglund	Finance Director Jessica Barrett

3. Employee Recognition

Mayor Balensifer presented Sergeant James Pierce with a plaque of appreciation. He noted his retirement and provided a few comments. Commissioner Dyer and Commissioner Mitchell provided comments as well.

4. Consent Calendar

*Items on the Consent Calendar have previously been discussed and/or are considered routine. Approval of the Consent Calendar requires a motion, a second, and no discussion, unless requested by a member of the City Commission.

- A. City Commission Meeting Minutes 2025.05.13
- B. Police Department Monthly Report – April 2025

Motion:	Move to approve the consent calendar as presented.				
Moved:	Mitchell				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Dyer	X			
	Sollaccio	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

5. Commissioner Reports

Commissioner Mitchell noted he has been working with Spruce Up Warrenton and noted their guidelines for the 4th of July parade, and suggested it is the commission that should put forth the guidelines for the 2026 parade as it is a city event. He also noted the safety concerns on the corners; brief discussion followed. It was noted that the city cannot limit free speech, and the best approach is to note it is a family friendly event.

Mayor Balensifer provided an update on Oregonians for floodplain protection noting it has begun settlement negotiations with FEMA.

6. Public Comment – None

7. Public Hearings – None

8. Business Items

A. Consideration of Wastewater Treatment Plant Pre-Design Contract:

Shawn Spargo of Kennedy Jenks gave a presentation and discussed the pre-design plan for the wastewater treatment plant. Discussion followed on the projected budget. Public Works Director Kevin Gorman noted a correction to the motion.

Motion:	Move to authorize the Mayors signature to execute the agreement with Kennedy Jenks Consultants for Phase 1 engineering services for the Wastewater Treatment Plant.				
Moved:	Poe				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

B. Consideration of Low Pressure Sewer Policy:

Gorman reviewed the proposed updates to the Low-Pressure Sewer System homeowner packet and policy. He noted they are switching the suggested grinder pump, since the original manufacturer has gone out of business. Commissioner Dyer asked if the property owner can use a different pump if it meets the standards and noted concerns about the wording of the policy. Discussion continued. Public Works Operations Manager Rock Haglund noted this is not a mandate, this is only a change to the pump name and is a suggestion. Consensus was to change the language to “meets or exceeds pump standards.”

Motion:	Move to approve the amended Low-Pressure Sewer System homeowner packet and policy to reflect the city’s new equipment standard and verbiage and to revisit the policy before end of year.				
Moved:	Poe				
Seconded:	Dyer	Aye	Nay	Abstain	Recused

Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

C. Consideration of Iredale Culvert Replacement Project – Request for Bids:

Gorman requested the authorization to advertise for construction bids for the Iredale Tide Gate and Culvert Replacement Project. He outlined the critical nature of this project. Brief discussion followed.

Motion:	Move to authorize the advertisement for construction bids for the Iredale Culvert Replacement Project.				
Moved:	Dyer				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

D. Consideration of Water Rates Adjustment – Resolution No. 2701:

Gorman presented Resolution No. 2701; adopting a 4% rate increase in water department rates and fees, as approved by the Warrenton Budget Committee.

Motion:	Move to conduct the first reading by title only, of Resolution No. 2701.				
Moved:	Dyer				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Balensifer conducted the first reading, by title only, of Resolution No. 2701; Adopting Water Department Rates and Fees, Establishing July 1, 2025 as the Effective Date and Repealing all Other Resolutions in Conflict.

E. Consideration of Sewer Rate Adjustment – Resolution No. 2702:

Gorman presented Resolution No. 2702; adopting an 8% rate increase in sewer rates, as approved by the Warrenton Budget Committee.

Motion:	Move to conduct the first reading by title only, of Resolution No. 2702.				
Moved:	Poe				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Balensifer conducted the first reading, by title only, of Resolution No. 2702; Adopting Sewer Department Monthly Rates, Establishing July 1, 2025, as the Effective Date and Repealing all Other Resolutions in Conflict.

F. Consideration of Recycling Rate Adjustment – Resolution No. 2703:

Gorman presented Resolution No. 2703; adopting new rates for residential recycling services, as approved by the Warrenton Budget Committee. He noted this is a pass through from Recology. Mayor Balensifer asked about the garbage services and rates; Moberg noted the city is hiring an outside agency to do a rate study.

Motion:	Move to conduct the first reading by title only, of Resolution No. 2703.				
Moved:	Dyer				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Balensifer conducted the first reading, by title only, of Resolution No. 2703; Adopting New Rates for Recycling Services, Establishing July 1, 2025, as the Effective Date and Repealing all Other Resolutions in Conflict.

9. Discussion items – None

10. Good of the Order – None

11. Executive Session

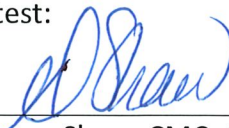
At 6:56 pm, Mayor Balensifer announced the Commission will meet in Executive Session *Under the authority of ORS 192.660(2)(e); to conduct deliberations with persons designated by the governing body to negotiate real property transactions.*

12. Adjournment

At 7:12 pm, Mayor Balenisfer reconvened the meeting, and noting no further business, adjourned the meeting.

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

Attest:



Dawne Shaw, CMC, City Recorder

Approved:



Henry A. Balenisfer III, Mayor