



City of Warrenton City Commission Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Tuesday, June 10, 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	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
Finance Director Jessica Barrett	

3. 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 2025.05.27
- B. City Commission Work Session Minutes 2025.05.27
- C. Community Center Advisory Board Meeting Minutes 2025.01.15
- D. Community Center Advisory Board Annual Meeting Minutes 2025.01.15
- E. Community Center Advisory Board Meeting Minutes 2025.03.19

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

4. Commissioner Reports

Commissioner Mitchell noted he went to Providence’s new opening in Warrenton and noted highlights and the services they will provide.

Commissioner Poe stated he attended the CREST budget meeting and noted they are financially in good shape.

Mayor Balensifer stated he attended a meeting with Oregonians for Floodplain Protection related to the BiOp lawsuit, and noted they are discussing settlement terms with FEMA; there will be more information soon.

5. Public Comment – None (noted after the Public Hearing items)

6. Public Hearings

A. Adoption of Fiscal Year 2025-2026 Budget:

Mayor Balensifer opened the public hearing on the adoption of the Warrenton City Budget for Fiscal Year (FY) 2025-2026. Formalities followed. No conflicts of interest or ex parte contacts were reported. Finance Director Jessica Barrett presented her staff report on the budget, noting the budget was approved by the Budget Committee on May 10th and stated the total spending authority is \$46,406,191, including the contingency. Mayor Balensifer asked for public comments. No one spoke in favor, opposition or neutral. There being no further comments, Mayor Balensifer closed the public comment period. There being no further questions or comments, he closed the public hearing.

Motion:	Move to adopt the City of Warrenton FY 2025-2026 City of Warrenton Budget as approved by the Warrenton Budget Committee and as set forth in Resolution No. 2704.				
Moved:	Poe				
Seconded:	Mitchell	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Dyer	X			
	Sollaccio	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

B. State Revenue Sharing:

Mayor Balensifer opened the public hearing on the election to receive State Revenue Sharing funds. Formalities followed. No conflicts of interest or ex parte contacts were reported. Barrett presented the staff report, noting that the total of estimated state shared revenue is \$703,817 - \$180,080 of that amount will go into the General Fund, and \$523,738 will go to the State Tax Street Fund. Mayor Balensifer asked for public comments. No one spoke in favor or opposition. There being no further comments, Mayor Balensifer closed the comment period and the closed the public hearing.

Motion:	Move to adopt Resolution No. 2705; A Resolution Declaring the City of Warrenton’s Election to Receive State Revenues for Fiscal Year 2025-2026.
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Moved:	Poe				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Dyer	X			
	Sollaccio	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

It was noted that no Public Comment cards had been submitted for the public comment period. (Agenda item 5.)

7. Business Items

A. Consideration of Capital Improvement Program (CIP) Adoption:

Barrett discussed the Capital Improvement Program, noting it was reviewed in a previous work session. City Manager Esther Moberg noted one street project that is through wetlands they are not sure can be completed but has been left in the CIP at this time.

Motion:	Move to adopt the 2026-2031 Capital Improvement Program.				
Moved:	Mitchell				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

B. Consideration of Fluoride Ballot Measure:

City Manager Esther Moberg discussed the Fluoride Ballot Measure, noting the high cost to put it on the November ballot. She suggested putting it on the May 2026 ballot to reduce the cost and be cognizant of taxpayer funds. Brief discussion followed.

Motion:	Move to approve putting the question of continuing the fluoridation of the Warrenton City Water on the May 2026 ballot.				
Moved:	Poe				
Seconded:	Mitchell	Aye	Nay	Abstain	Recused
Vote:	Sollaccio		X		
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/1				

C. Consideration of Amendment to Audit Services Contract:

Barrett discussed an amendment to the audit services contract to extend the contract for two additional two year terms.

Motion:	Move to amend the contract with Isler CPA to include the option to extend for two additional 2 year terms.				
Moved:	Sollaccio				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

D. Consideration of Change Order No. 1 – Raw Waterline Replacement RP-2 Project, Engineering Professional Services Contract:

Public Works Director Kevin Gorman explained the reason for the proposed change order for the Raw Waterline Replacement RP-2 project, noting DEQ requirements that were not anticipated. Mayor Balensifer noted he is not good with the change order, noting the engineering costs. Gorman noted there was miscommunication on the easements. Discussion continued.

Motion:	Move to approve Change Order #1 – Raw Waterline Replacement RP-2 Engineering Professional Services Contract, increasing the not-to-exceed contract amount from \$396,092 to \$445,602.				
Moved:	Poe				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

E. Consideration of Amendment to Professional Services Contract – Porter Wright Morris & Arthur LLP:

Moberg discussed an addendum to the Lobbyists contract for the WWTP funding.

Motion:	Move to approve the addendum to Porter Wright Morris & Arthur LLP Professional Services Contract, extending one year, with a not to exceed amount of \$50,000.				
Moved:	Mitchell				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			

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

F. Consideration of Water Rates Adjustment; Resolution No. 2701 - Adoption:

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

Motion:	Move to adopt 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				

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

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

Motion:	Move to adopt Resolution No. 2702.				
Moved:	Dyer				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

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

Gorman presented for adoption, 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 Balenisfer asked when the garbage rate study will be done; Moberg stated we will be starting that in July, with a summary back to the commission hopefully by the end of summer. Commissioner Sollaccio asked what notification is sent to the public; it was noted that notification will be on the prior month's utility bill. Commissioner Mitchell asked if the city makes anything on the pass through; Moberg noted the city collects a

franchise fee. Discussion continued.

Motion:	Move to adopt Resolution No. 2703.				
Moved:	Poe				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Dyer	X			
	Poe	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

8. Discussion items – None

9. Good of the Order

Commissioner Sollaccio noted the success of the recent community baby shower; she noted the fall childcare grant; and stated she attended City of Astoria's emergency meeting regarding job corps and also participated in the free fishing day.

Commissioner Mitchell encouraged people to volunteer with Spruce Up Warrenton.

City Manager Moberg noted the new community grant process for non-profits. She also stated staff are updating the event application, and next will be an update to the general volunteer process.

10. Executive Session – None

11. Adjournment

There being no further business, Mayor Balenisfer adjourned the meeting at 6:34 pm.

Attest:



Dawne Shaw, CMC, City Recorder

Approved:



Henry A. Balenisfer III, Mayor