



# City of Warrenton City Commission Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Tuesday, July 22, 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	Deputy City Recorder Hanna Bentley
Police Chief Mathew Workman	Public Works Director Kevin Gorman
Fire Chief Brian Alsbury	Police Officer James Blanton
Finance Director Jessica Barrett	John Whal
Division Chief of Operations Scott Watson	Seasonal and volunteer firefighters

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. Commission Meeting Minutes 2025.07.08
- B. Police Department Monthly Report – June 2025
- C. Monthly Finance Report – May 2025

<b>Motion:</b>	Move to approve the consent calendar as presented.				
<b>Moved:</b>	Mitchell				
<b>Seconded:</b>	Sollaccio	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>
<b>Vote:</b>	Poe	X			
	Sollaccio	X			
	Mitchell	X			
	Balensifer	X			
<b>Passed:</b>	4/0				

**4. Badge Pinning and Oath of Office – Officer Blanton**

Police Chief Mathew Workman introduced Police Officer James Blanton. Chief Workman gave a brief overview of the history of the police badge. Mayor Balensifer conducted the oath of office and the swearing in of Police Officer James Blanton.

**5. Commissioner Reports**

Commissioner Sollaccio discussed the Clatsop Communities Active in Disaster (COAD) meeting and the Clatsop Economic Development Resources (CEDR) meeting she attended.

Commissioner Mitchell echoed on Commissioner Sollaccio's comments. He discussed the Spruce Up Warrenton meeting he attended and noted that the Fall Festival will not be happening this year due to lack of manpower. He thanked Dan Arnoth for his work during the 4<sup>th</sup> of July parade.

City Manager Esther Moberg noted the work that staff has done with the community garden and the trail signs. She noted there will be ribbon cutting for both projects announced soon. She stated a new city website will be rolled out before the end of the year.

Mayor Balensifer discussed a meeting he had with Oregonians for Floodplain Protection. He noted that the draft environmental impact statement should be announced around Labor Day.

**6. Public Comment – None**

**7. Public Hearings – None**

**8. Business Items**

**A. Consideration of Request to Advertise for Bids – Refuse Truck:**

Public Works Director Kevin Gorman reviewed his staff report. He noted that the current garbage truck is experiencing a significant number of issues and the necessity for a side loader garbage truck. There was brief discussion on what would happen if a corporation were to take over garbage services and what would happen with the trucks. It was noted that the sale of assets would be included.

<b>Motion:</b>	Move to authorize moving forward for the bids for a replacement refuse truck.				
<b>Moved:</b>	Mitchell				
<b>Seconded:</b>	Poe	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>
<b>Vote:</b>	Poe	X			
	Sollaccio	X			
	Mitchell	X			
	Balensifer	X			
<b>Passed:</b>	4/0				

**B. Consideration of Request to Award Construction Contract for Iredale Culvert Replacement Project (Phase 2):**

Public Works Director Kevin Gorman reviewed his staff report. The contract is for Phase 2 of the Iredale Culvert Replacement project with Big River Construction, Inc., in the amount of \$841,240.00. Moberg noted they are requesting approval of the lowest responsive bid and that they cannot execute the contract until any protests are resolved. There was brief discussion on the project.

<b>Motion:</b>	Move to enter into contract with the lowest responsive bidder for the Iredale Culvert Replacement project after the appeal period.				
<b>Moved:</b>	Sollacio				
<b>Seconded:</b>	Mitchell	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>
<b>Vote:</b>	Poe	X			
	Sollaccio	X			
	Mitchell	X			
	Balensifer	X			
<b>Passed:</b>	4/0				

## 9. Discussion items

Mayor Balensifer requested to move item 9.B before Item 9.A; there was unanimous consent.

### B. Fire Department Safety Fees

Fire Chief Brian Alsbury reviewed his staff report. Alsbury reviewed possible ways to generate funds for the fire department: commercial water meter fee, business license fee, false alarm fee, sales tax and an operations tax levy. There was discussion on the options presented. There was brief discussion on what the levy would go towards; Alsbury noted the most important priority would be getting staff that can respond 24 hours a day.

There was support for pursuing a levy and commercial water meter fees. Commissioner Sollacio shared her concerns with schools being included in the commercial water meter fees. There was consensus on the second bracket of water meter fees as presented. There was discussion on the challenges with business licenses as they are self-reporting and some businesses do not report correctly. Mayor Balensifer asked to table business licenses to a later time at a work session; there were no objections. Moberg noted that there are currently 3 work sessions scheduled, and it would not come back for a while. There was discussion on false alarm fees and revenue generating methods. Asbury stated that he would bring something back to the commission. There was discussion on sales tax. Commissioner Sollaccio spoke in favor of a sales tax. Mayor Balensifer and Commissioner Mitchel noted their concerns with the sales tax. There was consensus to hold a town hall to get feedback from the voters on public safety fees. There was consensus for staff to move forward with water meter fees.

Mayor Balensifer noted that Chief Alsbury made a presentation several months ago about EMS service and asked where we are at with that for the record. Are we in a better relationship with Medix? Do we still feel like we need to stand one up?

Alsbury stated we are in a somewhat better relationship, but we are now seeing delays again. Their general manager just resigned, and I do not want to paint this bad picture of ambulance

company, but I feel that there is some decline. We've seen quite a few more delayed responses. I know that staffing has gone back down again so; I don't know if we are on this up and down wave of them.

Mayor Balensifer asked if our ambulance ready to respond if we want to; what's holding us up from filling in the small backfills; Alsbury stated it would be getting an agreement with Medix to be able to do that unless we just want to take it from them, but we do not have the staff to do that. Brief discussion followed on staffing and availability.

#### A. Shopping Cart Ordinance

Police Chief Mathew Workman briefly discussed the history of the police levy. Workman reviewed the changes made to the draft ordinance noting it was rewritten by the City Attorney's office to incorporate previous comments from the commission; brief discussion followed. Discussion followed on the ability to prosecute individuals taking shopping carts. There was consensus to bring the ordinance forward.

### 10. Good of the Order

Commissioner Sollacio asked where information on the community garden is located; Moberg responded.

Commissioner Mitchell noted the grass in Hammond planting strip needs mowing around the trees.

Mayor Balensifer asked about potholes in the city and requested an update; Moberg noted the Public Works Director will follow up at the next meeting.

Commissioner Sollacio congratulated the City Manager on finishing her master's in public administration.

### 11. Executive Session

### 12. Adjournment

There being no further business, Mayor Balenisfer adjourned the meeting at 7:55 pm.

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

Attest:



Dawne Shaw, CMC, City Recorder

Approved:

  
Henry A. Balensifer III, Mayor