



## **AGENDA**

CITY COMMISSION OF THE CITY OF WARRENTON  
REGULAR MEETING  
February 28, 2023 – 6:00 P.M.  
Warrenton City Commission Chambers – 225 South Main Avenue  
Warrenton, OR 97146

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Public Meetings will also be audio and video live streamed. Go to <https://www.ci.warrenton.or.us/administration/page/live-stream-public-meetings> for connection instructions.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **CONSENT CALENDAR**

- A. City Commission Meeting Minutes – 2.14.23
- B. Police Department Monthly Report – January 2023

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.

4. **COMMISSIONER REPORTS**

5. **PUBLIC COMMENT**

At this time, anyone wishing to address the City Commission concerning items of interest may do so. The person addressing the Commission must complete a Public Comment Card and submit it to the City Recorder prior to the meeting. All remarks will be addressed to the whole City Commission and limited to 3 minutes per person. Public Comments may also be submitted by email to the City Recorder, at [cityrecorder@ci.warrenton.or.us](mailto:cityrecorder@ci.warrenton.or.us), no later than 4:00 p.m. the day of the meeting. The Commission reserves the right to delay any action, if required, until such time as they are fully informed on a matter.

6. **PUBLIC HEARINGS** - None

7. **BUSINESS ITEMS**

- A. Consideration of SE Bugle Ave – Acceptance into City Street System
- B. Consideration of Request to Work After Hours – Water Main Shut Down

C. Consideration of Fire Department FEMA Grants (3)

8. **DISCUSSION ITEMS** - None

9. **GOOD OF THE ORDER**

10. **EXECUTIVE SESSION**

11. **ADJOURNMENT**

**Warrenton City Hall is accessible to the disabled. An interpreter for the hearing impaired may be requested under the terms of ORS 192.630 by contacting Dawne Shaw, City Recorder, at 503-861-0823 at least 48 hours in advance of the meeting so appropriate assistance can be provided.**

MINUTES  
 Warrenton City Commission  
 February 14, 2023  
 6:00 p.m.  
 Warrenton City Hall - Commission Chambers  
 225 S. Main  
 Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:02 p.m.

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

Staff Present: City Manager Esther Moberg, Police Chief Mathew Workman, Finance Director April Clark, Planning Director Jay Blake, Public Works Utility Worker Jim McCarthy, Public Works Utility Worker Mike Ulness, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 1.24.23
- B. Monthly Finance Report – December 2022
- C. Liquor License Application – Mod Pizza

Mayor Balensifer requested to move Business 7A & 7B to after the consent calendar, and to add item 8A – Board Recommendations; there were no objections.

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

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

COMMISSIONER REPORTS

Commissioner Poe informed the Commission that he has been appointed treasurer on the CREST board.

City Manager Esther Moberg announced that Jim McCarthy is here tonight, and that he will be the new acting Public Works Operations Manager.

PUBLIC COMMENT - None

CPA Paul Isler (via Zoom) presented the Audit Report for the period ending June 30, 2022. There were no findings of any inconsistencies. Brief discussion followed about policies and procedures along with the general fund. Mr. Isler informed the Commission that their end of year balance could keep everything up and running for 152 days if nothing came in after the end of year. He stated that is really good; noting you want your end of year balance to be able to sustain your business for 3 to 8 months.

**Commissioner Baldwin made the motion to accept the Audit Report for FYE 6.30.22. Motion was seconded and passed unanimously.**

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

Library Board Chair Kelsey Balensifer commented on the proposed library levy recommendation. She noted things to love about our library. Mayor Balensifer noted that the measure verbiage is now clearer and believes it will help voters understand it better when it's placed on the ballot. Mayor Balensifer noted Resolution No. 2639; Authorizing an Election on May 16, 2023 and adopting the Ballot Title: Renewal of Local Option Levy to Continue Library Services.

**Commissioner Mitchell made the motion to adopt Resolution No. 2639. Motion was seconded and passed unanimously.**

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

#### PUBLIC HEARINGS

Mayor Balensifer opened the Public Hearing on the adoption of Resolution No. 2640, approving the sale of certain real property to Community Action Team Incorporated, of Columbia County, Oregon. Formalities followed. No conflicts of interest or exparte contacts were reported. City Manager Esther Moberg presented her staff report. She noted Dan Brown from Community Action Team on Zoom. Mayor Balensifer asked for public comments. No one spoke in favor or opposition. There being no further comments, Mayor Balensifer closed the public hearing.

**Commissioner Dyer made the motion to adopt Resolution No. 2640 a resolution approving the sale of certain real property to Community Action Team Motion Inc. of Columbia County Oregon. Motion was seconded and passed unanimously.**

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

#### BUSINESS ITEMS

Planning Director Jay Blake discussed the annexation of Seafarers Park and the Urban Growth Boundary. He noted that two actions are needed from the Commission. Action one would be, the City Commission formally requests that the land owned by the City of Warrenton that currently lies outside of the city limits be added to the municipal boundary, and that staff would prepare the annexation process. The second part is to request staff to prepare the necessary documents to amend the City of Warrenton Comprehensive Plan to include areas that were part of the Town of Hammond Urban Growth Boundary area to the City of Warrenton Urban Growth Boundary map. Mayor Balensifer asked a few clarifying questions to make sure he was understanding Mr. Blake correctly. Discussion continued.

**Commissioner Baldwin made the motion to submit a request for annexation of property adjacent to Seafarers Park and the Hammond Marina currently owned by the City of Warrenton that lies outside of City of Warrenton municipal boundary. Motion was seconded and passed unanimously.**

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

**Commissioner Mitchell made the motion to authorize a Comprehensive Plan Amendment enabling for the inclusion to the Urban Growth Boundary for both the northerly and westerly tracks as listed on the map. Motion was seconded and passed unanimously.**

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

Mr. Blake noted there will be a series of ordinances that go through the Planning Commission and then to the City Commission in the near future.

#### MINUTES

Warrenton City Commission

Regular Meeting – 2.14.23

Page: 2

## DISCUSSION ITEMS

Board Recommendations – Mayor Balensifer addressed the Marinas Advisory Committee recommendation; and noted we now own the building in question and that their recommendation is amended. He then addressed the WURAC recommendation for use of the building. The Mayor asked the Commission and staff on what phase they are currently on for the building. Ms. Moberg gave an update on the status of the Skipanon RV building. She stated staff needs more time, so the building could be appraised and assessed. She plans on coming back at the second meeting in March with an evaluation and a recommendation on if the city plans on using the building or leasing it out. She noted a few different companies that are interested in leasing the building. Mayor Balensifer agreed and noted that in the second meeting in March, the Commission will review all recommendations for the Skipanon RV building.

## GOOD OF THE ORDER

Commissioner Baldwin received notification that the Crab Fest needs volunteers. He challenged the Commission to help out.

Commissioner Mitchell noted people's concerns about the elk and what seems like an increase in elk population. He also noted that there seems to be more elk related accidents. Mayor Balensifer also noted his own, as well as other people's, concerns on the elk. He asked Chief Workman to state the policy related to elk incidents/cars blocking the roads. Chief Workman noted their process and interactions. Brief discussion continued.

Mayor Balensifer asked if the Commission is okay with directing staff to prepare an ordinance regarding elk and the public stopping vehicles in the middle of the road to watch them, there was consensus.

Mayor Balensifer noted Josh Saranpaa in attendance, who starts as new Library Director next week.

There being no further business, Mayor Balensifer adjourned the meeting at 6:38 p.m.

Respectfully prepared and submitted by Brittney Johnson, Deputy City Recorder.

APPROVED:

\_\_\_\_\_  
Henry A. Balensifer III, Mayor

ATTEST:

\_\_\_\_\_  
Dawne Shaw, CMC, City Recorder



# WARRENTON POLICE DEPARTMENT MONTHLY REPORT



TO: The Warrenton City Commission  
 FROM: Chief Mathew Workman  
 DATE: February 28, 2023  
 RE: January 2023 Report

### Upcoming Dates:

- March 6<sup>th</sup> CERT Meeting
- March 7<sup>th</sup> & 21<sup>st</sup> Municipal Court
- March 9<sup>th</sup> LEA Meeting at the Sheriff's Office
- March 13<sup>th</sup> ODOT Impaired Driving Workshop
- March 22<sup>nd</sup> 911 Subscriber Board

### Highlights Since the Last Report:

- 02/08 New Video Server Installed, still working on set-up and training before switchover.
- 02/10 New Jail Ribbon Cutting
- 02/14 Chief Workman attended a Mental Wellness Visits training.

### Traffic Statistic Highlights:

- Two (2) Failure to Carry and Present Driver's License Citations
- Sixteen (16) Driving While Suspended Citations/Arrests
- One (1) Failure to Yield Citation
- Two (2) Following Too Closely Citations
- Ten (10) Insurance Citations
- Two (2) Failure to Install Interlock Device Citations
- Three (3) No Driver's License Citations
- One Hundred Eleven (111) other Citations and Warnings
- Twenty-One (21) Accident Investigations

### Overall Statistics:

January Statistics (% changes are compared to 2022)							
Category	2023	2022	% Chg	2021	% Chg	2020	% Chg
Calls for Service	717	592	21%	682	5%	618	16%
Incident Reports	194	218	-11%	218	-11%	196	-1%
Arrests/Citations	103	167	-38%	214	-52%	132	-22%
Traffic Stops/Events	218	127	72%	107	104%	144	51%
DUII's	3	4	-25%	1	200%	2	50%
Traffic Accidents	25	9	178%	17	47%	20	25%
Property Crimes	69	97	-29%	111	-38%	103	-33%
Person Crimes	64	56	14%	109	-41%	71	-10%
Drug/Narcotics Calls	5	0	500%	9	-44%	4	25%
Animal Calls	19	8	138%	19	0%	16	19%
Officer O.T.	144.3	126.3	14%	129.5	11%	255.1	-43%
Reserve Hours	0	0	0%	0	0%	0	0%



Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
<b>Calls for Service</b>	717								
<b>Incident Reports</b>	194								
<b>Arrests/Citations</b>	103								
<b>Traffic Stops/ Events</b>	218								
<b>DUII's</b>	3								
<b>Traffic Accidents</b>	25								
<b>Property Crimes</b>	69								
<b>Person Crimes</b>	64								
<b>Drug/Narcotics Calls</b>	5								
<b>Animal Calls</b>	19								
<b>Officer O.T.</b>	144.25								
<b>Reserve Hours</b>	0								

Oct	Nov	Dec	2023 YTD	2023 Estimate	2022	2023 v 2022	2021	2023 v. 2021	2020	2023 v. 2020
			<b>717</b>	8604	8050	7%	8669	-1%	7955	8%
			<b>194</b>	2328	2484	-6%	3160	-26%	2447	-5%
			<b>103</b>	1236	1602	-23%	2020	-39%	1891	-35%
			<b>218</b>	2616	1848	42%	2088	25%	1594	64%
			<b>3</b>	36	34	6%	30	20%	27	33%
			<b>25</b>	300	168	79%	182	65%	229	31%
			<b>69</b>	828	1204	-31%	1267	-35%	1192	-31%
			<b>64</b>	768	811	-5%	1013	-24%	830	-7%
			<b>5</b>	60	40	50%	36	67%	65	-8%
			<b>19</b>	228	273	-16%	253	-10%	207	10%
			<b>144.25</b>	1731	2212.8	-22%	1503.1	15%	2075.4	-17%
			<b>0</b>	0	0	0%	0	0%	12.5	-100%

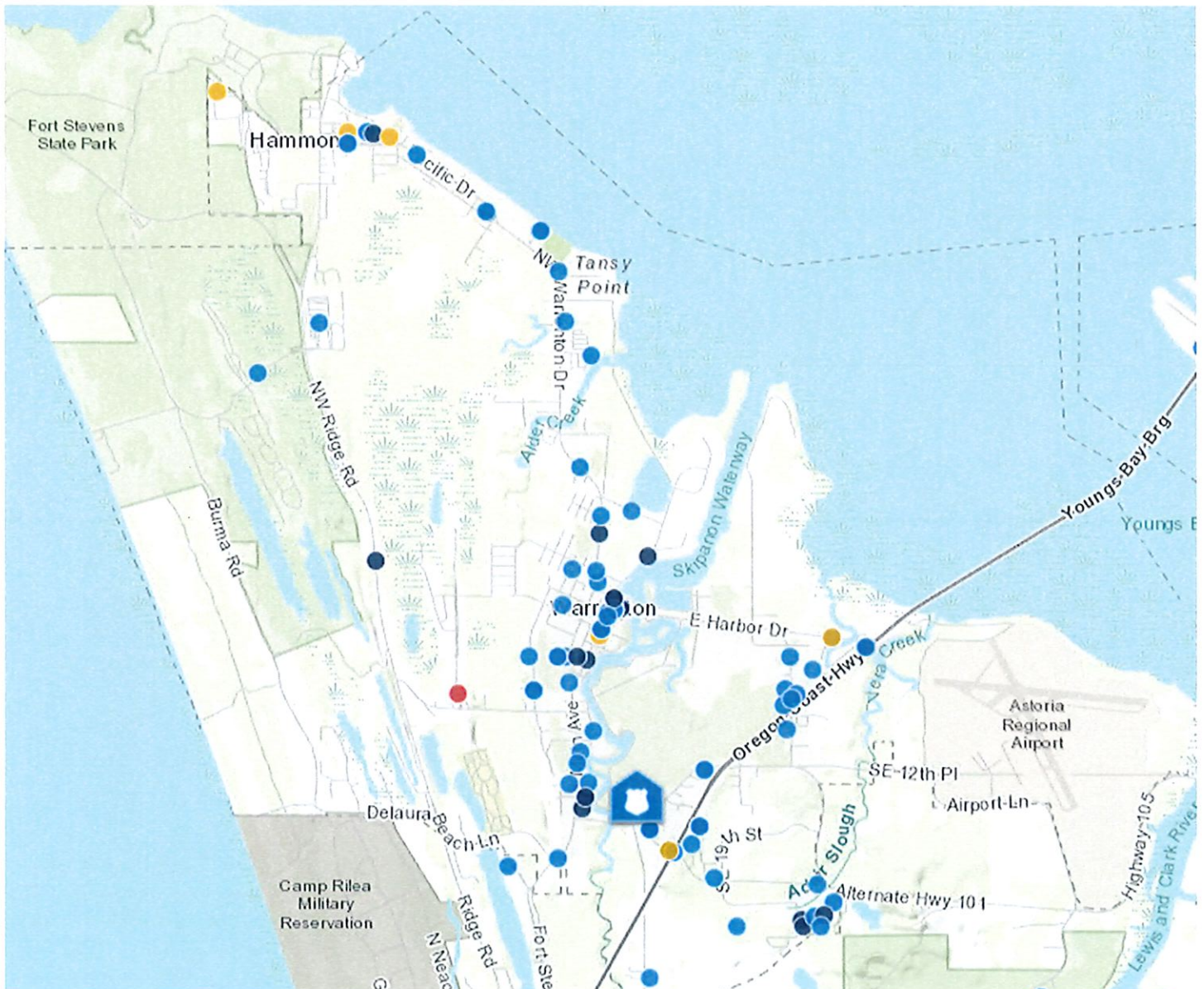
<b>Homeless Incidents</b>	<b>2023</b>	2022	2021	2020
Code 40 (Normal)	9	19	36	24
Code 41 (Aggressive)	0	0	3	1

<b>Elk Incidents</b>	<b>2023</b>	2022	2021
Interaction:	1	1	1
Traffic Accidents:	3	0	0
Traffic Complaints:	0	1	1
<b>Total:</b>	<b>4</b>	<b>2</b>	<b>2</b>



The following is a graphic representation of statistics for **January 2023** using our **CityProtect** membership (formerly [CrimeReports.com](https://www.crimereports.com)). The "Dots" represent a location of a call and if you would zoom in on the map you would see an icon for the type of call and some basic time/date details. Some dots represent multiple calls at one location. If you go to the website ([www.cityprotect.com](https://www.cityprotect.com)), you can zoom in on each incident for more details.

- |  |  |  |  |
|--|--|--|--|
| <input checked="" type="checkbox"/> Assault                    | <input checked="" type="checkbox"/> Property & Theft           | <input checked="" type="checkbox"/> Disorder/Disturbance | <input checked="" type="checkbox"/> 911 or Other       |
| <input checked="" type="checkbox"/> Assault                    | <input checked="" type="checkbox"/> Property Crime             | <input checked="" type="checkbox"/> Disorder             | <input checked="" type="checkbox"/> Community Events   |
| <input checked="" type="checkbox"/> Assault with Deadly Weapon | <input checked="" type="checkbox"/> Breaking & Entering        | <input checked="" type="checkbox"/> Disorder             | <input checked="" type="checkbox"/> Community Policing |
| <input checked="" type="checkbox"/> Sexual Offense             | <input checked="" type="checkbox"/> Property Crime Commercial  | <input checked="" type="checkbox"/> Drugs                | <input checked="" type="checkbox"/> Proactive Policing |
| <input checked="" type="checkbox"/> Sexual Assault             | <input checked="" type="checkbox"/> Property Crime Residential | <input checked="" type="checkbox"/> Drugs                | <input checked="" type="checkbox"/> Emergency          |
| <input checked="" type="checkbox"/> Sexual Offense             | <input checked="" type="checkbox"/> Other Property Crime       | <input checked="" type="checkbox"/> Liquor               | <input checked="" type="checkbox"/> Emergency          |
| <input checked="" type="checkbox"/> Other Sexual Offense       | <input checked="" type="checkbox"/> Theft                      | <input checked="" type="checkbox"/> Liquor               | <input checked="" type="checkbox"/> Fire               |
| <input checked="" type="checkbox"/> Other Violent Offense      | <input checked="" type="checkbox"/> Theft from Vehicle         | <input checked="" type="checkbox"/> Quality of Life      | <input checked="" type="checkbox"/> Fire               |
| <input checked="" type="checkbox"/> Homicide                   | <input checked="" type="checkbox"/> Theft of Vehicle           | <input checked="" type="checkbox"/> Quality of Life      | <input checked="" type="checkbox"/> Police Calls       |
| <input checked="" type="checkbox"/> Kidnapping                 | <input checked="" type="checkbox"/> Other Theft                |  |  |
| <input checked="" type="checkbox"/> Robbery                    |  |  |  |







## AGENDA MEMORANDUM

TO: The Warrenton City Commission  
FROM: Greg Shafer, Interim Public Works Director  
DATE: February 28, 2023  
SUBJ: SE Bugle Avenue – Acceptance into City Street System

### SUMMARY

The City of Warrenton is prepared to accept into our City Street System SE Bugle Ave from SE 19<sup>th</sup> St south to SE Willow Dr intersection as a city street. Warrenton Fiber Company has a recorded road easement granted by Clatsop County and has indicated that they are ready to dedicate to the City of Warrenton this street.

Section 5 of the easement states that the easement can be dedicated to the City of Warrenton once built to our standards. The street section is approximately 850-feet in length, with a sidewalk on the east side of the road, two streetlights on the west side of the street, and was designed and constructed per approved Roosevelt subdivision development.

A performance bond is held by the city for the remaining items scheduled to be completed by the end of summer, which include two streetlights and road signs. All other civil improvements for this development have been approved for construction and installed per the approved plans. The acceptance of this road is a condition of the subdivision development and will have a 12-month warranty period.

### RECOMMENDATION/SUGGESTED MOTION

“I move to accept to accept to proposed dedication of SE Bugle Ave into the city street system for operation, access, and maintenance purposes, starting a 12-month warranty period.”

**ALTERNATIVE**

None recommended

**FISCAL IMPACT**

New roads are anticipated to last 20 years or longer. There will be maintenance costs incurred as the road ages.

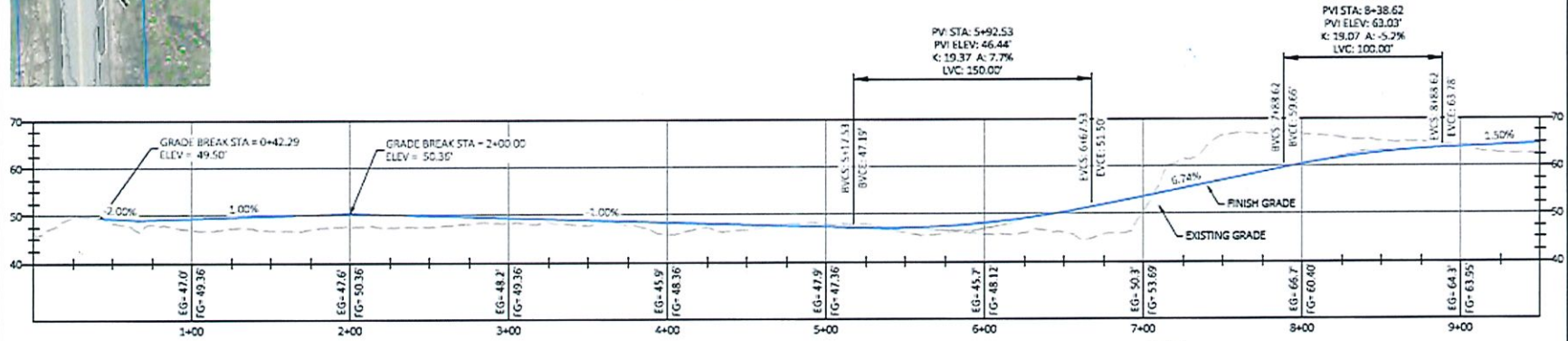
Approved by City Manager:

A handwritten signature in blue ink, appearing to read "Esther M. Long", is written over a horizontal line.

All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.



**ACCESS ROAD AND WILLOW EXTENSION SITE PLAN**  
SCALE 1" = 60'



**ACCESS ROAD PROFILE**  
SCALE HORIZONTAL: 1" = 60' VERTICAL: 1" = 20'



REVISIONS			
DATE	BY	DATE	DESCRIPTION
10/27	RCSP	10/27	COUNTY COMMENTS
	RCSP		
	RCSP		

ACCESS ROAD ALIGNMENT W/PROFILE  
 EXISTING AND FINISH GRADE CONTOURS

**NORTH RIVER HOMES, LLC**  
 RICHARD COLLIN STELZIG, PE  
 RICHARD.C.STELZIG@NORTHRIVERHOMES.COM

DRAWING NUMBER  
**R1.0**

AGENCY REVIEW SET 50%

FILE NAME: ACCESS ROAD 10 27 25 5.dwg REVISIONS: NONE



Recording Instrument #: 201608395  
Recorded By: Clatsop County Clerk  
# of Pages: 4 Fee: 62.00  
Transaction date: 10/26/2016 11:13:21  
Deputy: nstethem

**After Recording, Return To:**  
Heather Reynolds, Attorney  
P.O. Box 145  
Astoria, Oregon 97103

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## ROAD EASEMENT

**DATE:** 10-12, 2016

**PARTIES:** Clatsop County  
800 Exchange, Suite 410  
Astoria, Oregon 97103

("Grantor")

**AND** Warrenton Fiber Company  
PO Box 100  
Warrenton, OR 97146

("Grantee")

### Section 1. Grant of Easement; Description

1.1 Grantor hereby grants and conveys to Grantee a permanent, exclusive easement (Easement) for ingress and egress on, over, across, and through a tract of land in the County of Clatsop, State of Oregon, described in Partition Plat 2006-033 Clatsop County Deed Records.

Situs Address: 1190 SE 19<sup>th</sup> Street Warrenton, Oregon 97146  
Tax Account #: 810270000206, Acct ID #56071

1.2 The Easement is legally described in **Exhibit A**, attached hereto.

1.3 The Easement is to be used for ingress and egress and utility line purposes by Grantee and its successors in interest. Use of the easement shall be on a regular, continuous, exclusive, priority basis, benefiting the Grantee, its successors and assigns.

### Section 2. Consideration

Grantee will pay Grantor \$87,600 for the easement within 30 days of approval of both a joint wetland removal fill permit for a road on the described easement and approval of the 74 lot Roosevelt Subdivision, or two years from execution of this Easement, whichever occurs first.

### Section 3. Construction and Repair; Insurance

The cost of building a road, any subsequent necessary repairs to the road, and insurance for the use of the Easement shall be borne exclusively by the Grantee and its successors. Grantee shall indemnify and hold Grantor harmless for Grantee's use of the Easement.


### Section 4. Effect of the Agreement


The Easement granted hereunder shall run with the land as to all property burdened and benefited by the Easement, including any division or partition of such property. The rights, covenants and obligations contained in this agreement shall bind, burden and benefit the parties, their successors and assigns, lessees, mortgagees or beneficiaries under a deed of trust.



**Section 5. Road Standards and Dedication to City.**

Any road constructed on the easement will be built to City of Warrenton road standards. On completion of the road, if Grantee desires to dedicate it to the City of Warrenton, Grantor will join in that dedication. Grantor confirms this Easement and the road to be built on the Easement to City of Warrenton road standards will not require any additional improvements to provide access to Grantee's proposed 74 lot Roosevelt Subdivision.


**Grantor:**  
  
\_\_\_\_\_  
Clatsop County  
By: Cameron Moore, County Manager

**Grantee:**  
  
\_\_\_\_\_  
Warrenton Fiber Company  
By: David Nygaard, President

STATE OF OREGON            )  
  ) ss.  
County of Clatsop         )

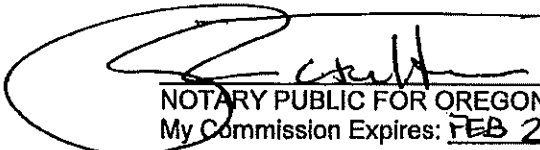
The foregoing instrument was acknowledged before me this 13 day of October, 2016 by Cameron Moore as County Manager of Clatsop County.



  
\_\_\_\_\_  
NOTARY PUBLIC FOR OREGON  
My Commission Expires: 6/10/19

STATE OF OREGON            )  
  ) ss.  
County of Clatsop         )

The foregoing instrument was acknowledged before me this 21 day of Oct., 2016 by David Nygaard as President of Warrenton Fiber Company.

  
\_\_\_\_\_  
NOTARY PUBLIC FOR OREGON  
My Commission Expires: FEB 2, 2017



**EXHIBIT "A"**

**Legal Description**

**for**

**Warrenton Fiber**

**of access road from SE 19<sup>th</sup> Street to SE Willow Dr, Forest Rim Subdivision**

A 100 foot wide non-exclusive easement for ingress, egress and utilities over, under and across the following described tract:

**Beginning** at the Southwest corner of Parcel 2 of Partition Plat 1996-007 as recorded in Book 2, Page 128 Clatsop County Plats;

Thence along the West line of said Partition Plat North 00°10'41" East 820.69 feet (a record bearing of North 00°10'29" East) to the south line of SE 19<sup>th</sup> Street as described in Instrument 200401949, Clatsop County records;

Thence along the South line of SE 19<sup>th</sup> Street South 87°38'12" West 100.10 feet;

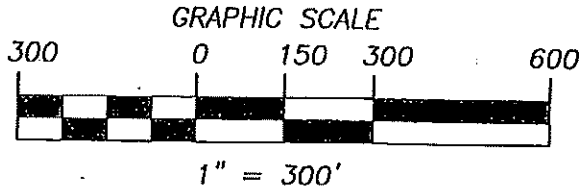
Thence South 00°10'41" West 816.24 feet to the Section line common to Sections 27 and 34, T8N, R10W;

Thence along said section line South 89°48'50" East 100.00 feet to the Point of Beginning.

Situated in the Southeast quarter of Section 27, Township 8 North, Range 10 West, W.M., County of Clatsop, State of Oregon.

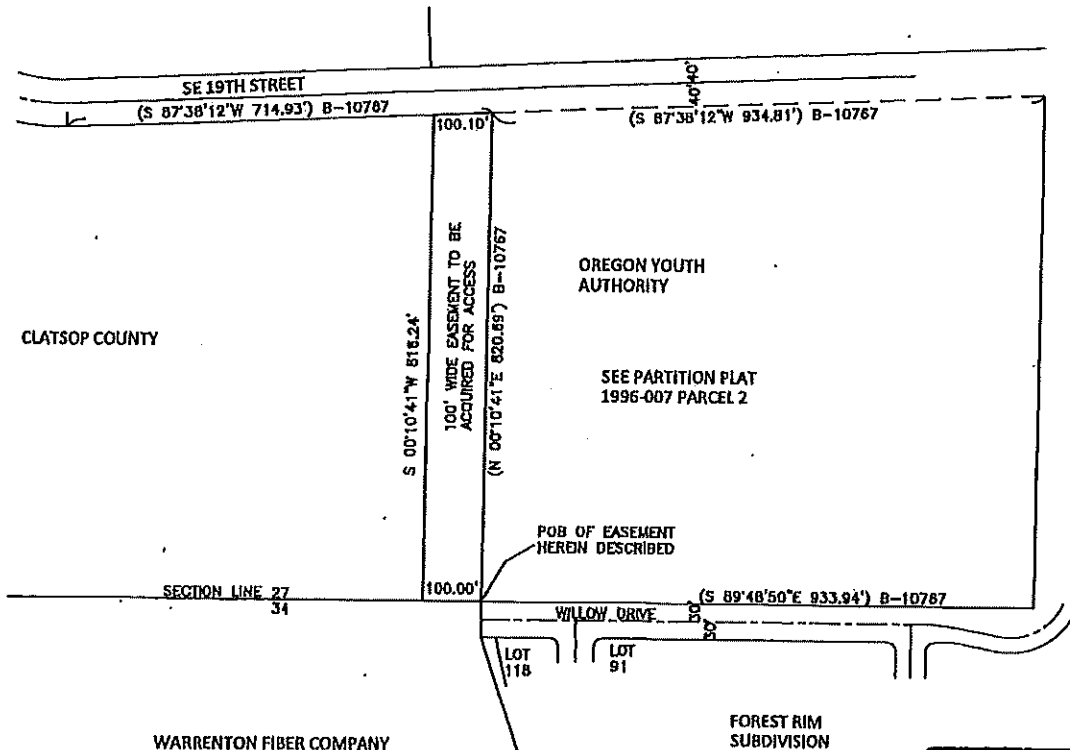
Containing 81,846 square feet.

The Bearings for this description are based upon County Survey B-10767



BIF BEAMS, LLC

CLATSOP COUNTY



NOTES:  
THE PURPOSE OF THIS MAP IS TO SHOW THE LOCATION OF A PROPOSED 100' WIDE INGRESS, EGRESS AND UTILITY EASEMENT TO BE ACQUIRED BY WARRENTON FIBER FROM CLATSOP COUNTY BETWEEN SE 19TH STREET TO FOREST RIM SUBDIVISION. BEARINGS FOR THIS DESCRIPTION ARE BASED UPON COUNTY SURVEY B-10787.

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Dale N. Barrett*

OREGON  
JULY 16, 1982  
DALE N. BARRETT  
#1879

RENEWAL DATE: DEC. 31, 17



## AGENDA MEMORANDUM

TO: The Warrenton City Commission  
FROM: Greg Shafer, Interim Public Works Director  
DATE: February 28, 2023  
SUBJ: Request to work after hours – Water main shut down

### SUMMARY

Big River Construction, contractor of the Youngs Bay Plaza Project, is requesting to work outside of construction hours. Big River Construction intends to demo the existing fire line and vault as well as the existing water service as shown on the project drawings approved by the city on 5/2/2022. Installation will require shutting down the existing watermain servicing the Youngs Bay Plaza complex. This shutdown will be limited only within the Youngs Bay Plaza. Timing of the work will be weather dependent.

The procedure to shut down, the water main and perform the work will be as follows:

- Big River will provide the City no less than 48 hours' notice prior to implementation of this plan.
- Prior to waterline shutdown, Fortney Contractors will work with the property owner to notify all tenants of the planned work at least 48 hours prior to the work being performed.
- Prior to performing the work, Big River will pothole the existing valves to assess condition and configuration. All necessary parts will be on hand at time of water shutdown.
- The contractor anticipates the water to be shut off for approximately 4 hours. Our on-site contact's information will be provided with the 48 hour notice to the City.



- City staff will be solely responsible for operating all water valves.
- Following the work, the water will be turned on and a visual leak inspection will be performed prior to backfill.

#### RECOMMENDATION/SUGGESTED MOTION

*"I move to approve to permit the contractor of the Young Bay Plaza project to work outside of hours as weather allows to minimize the impact to businesses."*

#### ALTERNATIVE

- 1) Other action as deemed appropriate by the City Commission
- 2) None recommended

#### FISCAL IMPACT

Public Works staff will be onsite to assist with valve turning. Overtime pay rate will apply to any staff onsite.

Approved by City Manager:



All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.



## AGENDA MEMORANDUM

TO: The Warrenton City Commission  
From: Brian Alsbury, Fire Chief  
DATE: February 28, 2023  
SUBJ: FEMA Grants

### SUMMARY

Warrenton Fire Department would like to apply for three grants.

Grant one is to replace our aging hydraulic tools (Jaws of Life) cutter, spreader, and rams that were purchased by the Hammond Fire Department in the 80s, then relocated to Warrenton after the merger between the two cities. Our current tools are working and in service, but they require yearly upkeep and the hydraulic fluid that is used is very corrosive. We have an opportunity to receive new updated Jaws of Life at a fraction of the cost. These new tools are powered by a battery, like your cordless drill at home, freeing up valuable space in the apparatus. Without this opportunity, it would cost the taxpayers approximately \$60,000 or more.

Grant two is to replace E-2721 at our Hammond Station (S27A) with a new Type 3 fire apparatus. E-2721 is a 1988 Marion engine. It currently is in reserve status as a 2<sup>nd</sup> out engine. It no longer holds water due to a leaking tank and valves. Repairing E-2721 would be costly and only a band-aid solution. It also has a manual transmission that only a few can operate. Hammond fire station currently only has one working engine and if that engine goes out of service during an emergency, Hammond would be unprotected until an engine arrived from Warrenton (S27). Having only one working engine at S27A could be a liability to the staff, fire dept, and the city of Warrenton. Replacing this engine is long overdue and a high priority for the fire dept. The cost of a new Engine could be approximately \$460,000.00. If we apply for a grant to replace E-2721 and have success, the cost to the taxpayers would be approximately \$23,000.00,

Grant three is adding diesel exhaust removal systems to the Warrenton and Hammond Fire Stations. The current system at the Warrenton station has been broken/inoperable since the building was opened and the Hammond station was built without. Diesel exhaust contains unburned hydrocarbons, carbon monoxide, and nitrogen oxides. With prolonged exposure to diesel exhaust, you will

increase the risk of cardiovascular, cardiopulmonary, respiratory disease, and lung cancer.

All three grants matching funds can come from the Apparatus/Equipment replacement fund from the FY 2023/2024 budget.

**RECOMMENDATION/SUGGESTED MOTION**

*"I move to authorize the fire department to apply for an E-Tool grant through FEMA AFG Grants."*

*"I move to authorize the fire department to apply for an apparatus grant through FEMA AFG Grants."*


*"I move to authorize the fire department to apply for a Diesel exhaust removal system grant through FEMA AFG Grants."*

**ALTERNATIVE**

- 1) Other action as deemed appropriate by the City Commission
- 2) None recommended

**FISCAL IMPACT**

Fire Department will budget for this expense in the FY 2023/2024 Budget.

Approved by City Manager:  \_\_\_\_\_

All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.