

MINUTES
Warrenton City Commission
Regular Meeting – July 9, 2019
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:03 p.m., and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Henry Balensifer, Rick Newton, Tom Dyer, Pam Ackley, and Mark Baldwin

Staff Present: City Manager Linda Engbretson, Finance Director April Clark, Public Works Director Collin Stelzig, Water Treatment Facility Superintendent Bob Bingham, Water Treatment Plant Operator Dave Davis, Police Chief Mathew Workman, Fire Chief Tim Demers, Harbormaster Jane Sweet and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 6.11.19
- B. City Commission Meeting Minutes – 6.25.19

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

Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye; Dyer - aye

COMMISSIONER REPORTS

Commissioner Newton noted he and Commissioner Ackley attended the RDI/DRT meeting; in his opinion the group is functioning really well and doing a lot under Brenda Hoxsey.

Commissioner Dyer welcomed everyone. He noted he has been ill and now back on his feet.

Commissioner Ackley noted the RDI postcards that were handed out at the water station to inform residents of what the group has been doing. She noted the post cards were handed out to get feedback from residents pertaining to projects they would like to see implemented.

Mayor Balensifer reported on the Oregon Workforce Board. He noted it's hard to find construction workers; the shortage of workforce is a critical issue. He would like to see more emphasis on trade schools for construction.

Ms. Engbretson requested an addition to the agenda for a Quitclaim Deed for the Hammond Boat Basin; there were no objections to add it to the agenda as item 7-I.

PUBLIC COMMENT

Roxanne Morinville introduced her husband Jim Morinville and spoke in regards to a land use issue at 470 SE Marlin Avenue (Warrenton Kia). Ms. Morinville passed out documents to the Commission, and thanked them for the opportunity to speak. She discussed the property her and her husband purchased, noting the Prior Planning Director retired during their process. She continued to note that they were recently notified it was not signed off on and there is a land use issue. She respectfully requested Commission to direct staff to approve the application as is, with no restrictions.

City Manager, Linda Engbretson, noted they have a meeting scheduled with Mr. Cronin tomorrow.

PUBLIC HEARING – None

BUSINESS ITEMS

Hammond Marina Task Force Members - County Commissioner, Mark Kujala, and Mr. Gerald Poe presented the proposed three phases of improvements for the Hammond Marina. Mr. Kujala discussed the first phase, noting the task force would like to continue on as an advisory committee. He stated a great start to the revitalization efforts would be to start generating revenue and creating awareness. He discussed ways to raise revenue and revitalize the marina. Mr. Poe discussed phase 2; leveling out and graveling the spoils. Noting the area would tie into the Fort Steven's Trails. He discussed the idea for a multipurpose building and the potential uses. He noted that camping brings in the most revenue for the basin, and therefore adding in a designated area for hook ups could potentially increase that revenue. He discussed adding a boardwalk, a boat style fish and chips, and signs that direct people to the marina. Mr. Poe continued discussing Phase 3; which would be set for the years 2025-2035. Phase 3 would suggest replacing all docks (5 Million dollar project). He continued to discuss the suggested upgrades and ideas for the marina. Discussion continued on camping and the revenue received. Mr. Kujala discussed the available funding and funding opportunities for the marina projects. Mr. Poe noted the task force would like to see the revitalization of Hammond and to have a Nantucket design theme. He continued to discuss the current limitations on development in Hammond. Discussion continued on a design theme. Mayor Balensifer suggested a Charrette process for designing the theme. The process would gain public involvement and help develop the vision of the theme. Mr. Jim Dutcher noted Seafarer's Park is on the Parks Board's CIP plan. He suggested having a discussion with the Parks Board to give up the rights to the park; give it to the marina so they can take care of all of it. Commissioner Newton recognized Commissioner Ackley for her involvement and great work on the task force. Commissioner Ackley thanked the entire team and noted it has been a great cohesive group with a lot of ideas to contribute. Mayor Balensifer asked for time to think about the advisory group; he was thinking about creating a marina's committee, a standing committee for both marinas. He will come back with a proposal at the first meeting in August.

Public Works Director, Collin Stelzig, introduced Water Treatment Facility Superintendent, Bob Bingham, and Water Treatment Plant Operator, Dave Davis. Mr. Bingham reported on the filter replacement and stated this is the third filter replacement. The filters at the water treatment plant are required to be replaced this fiscal year. He discussed the contract from Evoqua Water Technologies. He noted the total cost for materials, installation, and shipping is \$941,818.26. Commissioner Newton asked about the labor cost of the installation crew. Mr. Bingham explained the work involved. Commissioner Newton asked for further clarification on the costs involved. Mr. Bingham explained. Ms. Engbretson

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suggested that the Commission take a trip up to the plant, to get a better perspective. The discussion continued on the labor rates.

Commissioner Newton made the motion to authorize the Mayor's signature on the contract with Evoqua Water Technologies for the purchase of replacement filters at the water treatment facility. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye; Dyer - aye

Public Works Director, Collin Stelzig, noted Parks Advisory Board members Bert Little and Jim Dutcher in attendance. Mr. Stelzig reviewed the Parks Advisory Board recommendations as outlined in the agenda packet material. Mr. Dutcher gave details on his research to allow e-bikes on the trails. A brief discussion continued. Ms. Engbretson noted her concern would be the ability to enforce the regulations pertaining to allowing e-bikes. Chief Workman stated his safety concerns and enforcement concerns. He noted he would like to be involved in the development of any e-bike policy. The discussion continued. Mayor Balensifer stated he would like to remand it back to the Advisory Parks Board, to have Chief Workman's involvement in the development of the policy; then report back to the Commission for a decision. A brief conversation continued. Mr. Dutcher continued to discuss the Welcome to Hammond Heritage District sign. Brief discussion followed. Mayor Balensifer asked them to develop several sign designs and report back for further review. Mr. Dutcher reviewed the last recommendation to rename Post Office Park; the consensus was to proceed.

Mayor Balensifer asked about the increased 911 tax. Police Chief Workman explained how the taxes are handled. Brief discussion continued.

Commissioner Dyer made the motion to approve the Police Dispatch Services Agreement with the City of Astoria for fiscal year 2019-2020 and to have the Mayor and City Manager sign the agreement. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye; Dyer - aye

Fire Chief Tim Demers presented the agreement with the City of Astoria for Fire Dispatch Services, noting the increase of \$786 from last year. He noted that the state of Oregon is backing out of some of their dispatch agreements and equipment replacements; the phone system was one of those items.

Commissioner Newton made the motion to approve the Fire Dispatch Services Agreement with the City of Astoria for fiscal year 2019-2020 and to have the Mayor and City Manager sign the agreement. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye; Dyer - aye

Mayor Balensifer stated the next agenda item involves his relative; he will hand over the gavel to Commissioner Newton and recuse himself from the room. Harbormaster, Jane Sweet, stated she received a business proposal from Wendy Balensifer for a food truck at the Hammond Marina. She would like to serve box lunches to the fishermen for the months of July and August. Commissioner Newton asked if there should be a set term to the agreement. Ms. Engbretson stated it can be a month to month. The discussion continued.

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Commissioner Ackley made the motion to approve the License Agreement for Wendy Balensifer's food cart at the Hammond Marina for the months of July and August. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Ackley – aye; Dyer - aye

Mr. Bert Little, Quartermaster of VFW Post 10580, Warrenton discussed a request to pursue possible support from the National Guard to update the old Hammond Library Building. The VFW is interested in leasing the building to use as its headquarters. Discussion continued. Commissioner Baldwin stated he would prefer to not be a landlord. He would rather give them the building and see the results of VFW doing more community involvement work. The building is in bad shape and he doesn't want the city to be liable for it. Mayor Balensifer noted it is sitting empty, it is in bad shape, but the community has sentimental attachment to the building. He stated a decision of this matter would most likely go to the public. He suggested that if the City were to sell the building that there be a reversionary clause. The discussion continued. Mayor Balensifer clarified for the record, he likes the idea, but would like to retain some caution on this. This facility does have a lot of strong community feelings about it. He stated I want to make sure it's clear from the Commission stand point that we are authorizing staff to explore the possibilities only.

City Manager, Linda Engbretson, reviewed her request for a two week vacation; beginning July 29 - returning Monday August 12, 2019. She recommended Kevin Cronin be appointed as manager pro-tem during her absence. Mayor Balensifer noted his concern is that the suggested pro-tem is not in office on Fridays. Discussion continued. The Commission was in consensus that they would like the manager pro-tem or an appointed designee in the office Monday – Friday.

Commissioner Ackley made the motion to approve the City Manager's vacation request and appoint Kevin Cronin as manager pro-tem during the City Manager's absence, beginning July 29 until her return on August 12, with the stipulations as the consensus allowed. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye; Dyer - aye

City Manager, Linda Engbretson, discussed the Quitclaim Deed for the Hammond Boat Basin. She distributed a draft form of the quit claim deed, and stated once the final version is received she would like approval to sign. She noted City Attorney, Spencer Parsons, has gone over the deed and that it does contain a reversionary clause.

Commissioner Baldwin made the motion to authorize the Mayor's signature on the Quit Claim Deed for the Hammond boat basin, once it is finalized and approved by the City Attorney. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye; Dyer - aye

DISCUSSION ITEMS – None

GOOD OF THE ORDER

Commissioner Baldwin noted a great turn out for the 4th of July

Commissioner Ackley stated she is sorry she missed the parade, she was out fishing.

Commissioner Dyer gave kudos to people that are cleaning up on their own; looks really good.

Commissioner Newton asked how many people the Fire Department fed at the 4th of July BBQ. Chief Demers gave the numbers. Commissioner Newton also noted the Oregon Hunters association had an event out at the fairgrounds to teach kids how to shoot. He is trying to arrange the Oregon Hunters Association to bring their trailer with the educational interactive set up to the library and also to the Thursday Market.

Mayor Balensifer stated he felt there was a record number of people out for the parade. He was initially a little concerned with the additional food vendors, but it did not seem to affect the Fire Department BBQ. He also gave special mention to Melody Duftin for putting together the car show. He noted it goes really well with their livability agenda. He was glad to see the direction they have taken is catching on with the citizens. He would like a list of all volunteers that were involved in the events, and send a thank you card.

Mayor Balensifer noted another update; grant request/concept plan for rural communities with rural air service. He inquired about merchandising and what we can put our logo on stating it would be good to start talking about merchandising the logo; people are interested and we could make money. Ms. Engbretson noted maybe sweatshirts or coffee cups. The discussion continued. Commissioner Newton noted concerns. Ms. Engbretson stated she would run this past the City Attorney.

There being no further business, Mayor Balensifer adjourned the regular meeting at 8:19 p.m.

Respectfully submitted by Lindsay Duarte, Deputy City Recorder

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, City Recorder