

MINUTES  
Warrenton City Commission  
Regular Meeting – December 10, 2019  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:04 p.m. and led the public in the Pledge of Allegiance

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

Staff Present: City Manager Linda Engbretson, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Police Chief Mathew Workman, Community Development Director Kevin Cronin, Finance Director April Clark, and City Recorder Dawne Shaw

CONSENT CALENDAR

A. City Commission Meeting Minutes – 11.26.19

Commissioner Newton noted a correction to the minutes.

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

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

Mayor Balensifer asked to move item 7B to item 7A – no objections.

COMMISSIONER REPORTS

Commissioner Newton – noted that he sits on the Public Safety Coordinating Council (PSCC) board; he stated he is proud of their work on reducing the failure to appear rate. He noted other meetings he has attended.

PUBLIC COMMENT - None

PUBLIC HEARING

Mayor Balensifer opened the Public Hearing on the Housing Code Amendments and the Spur 104 Master Plan. Formalities followed. Commissioner Newton noted a potential conflict of interest, however, he stated it will not affect his decisions. Mayor Balensifer noted it is related to

a legislative issue and because it does not affect property that Commissioner Newton owns or has a financial interest in makes it a perceived conflict and not an actual conflict. Community Development Director, Kevin Cronin, recommended to push back the hearing and continue it in a January 2020 meeting.

Mayor Balensifer asked for public comment. Stewart Emmons spoke in favor of the Spur 104 Master Plan. He provided two documents for review of the commission and for the record. He reviewed the material which outlined a proposed development. No one spoke in opposition. There being no further comments, Mayor Balensifer closed the public hearing. The commission is in consensus to hold off on voting until January when the parking standards and commercial space are presented.

**Commissioner Dyer made the motion to table this until the January meeting.  
Newton – aye; Ackley – aye; Baldwin – aye; Balensifer – aye; Dyer – aye**

#### BUSINESS ITEMS

Mayor Balensifer noted an addendum to add two appointments to the agenda item 7-B.

**Commissioner Ackley made the motion to add the appointments for Dan Jackson and Natalie Duggan to agenda item 7 - B. Motion was seconded and passed unanimously.**

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

Mayor Balensifer discussed the advisory committee appointments and noted the applications that were received. He stated he will recuse himself from the vote for Ms. Balensifer for the Library Board. Commissioner Newton noted he works with Ms. Balensifer. He stated she is very bright and he would be disappointed if she was not appointed to the position of Library Board. Mayor Balensifer asked if any appointees wish to speak – there were none.

**Commissioner Newton made the motion to appoint Ms. Penny Morris to Position No. 5 on the Warrenton Community Center Board. Motion was seconded and passed unanimously.**

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

**Commissioner Ackley made the motion to appoint Mr. Bert Little to Position No. 4 on the Warrenton Parks Advisory Board. Motion was seconded and passed unanimously.**

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

**Commissioner Dyer made the motion to appoint Mrs. Kelsey Balensifer to Position No. 1, and Ms. Natalie Duggan on the Warrenton Community Library Board. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Baldwin – aye; Balensifer – abstained; Dyer – aye**

#### MINUTES

**Commissioner Baldwin made the motion to appoint Mr. Paul Mitchell to Position No. 6, and Ms. Lylla Gaebel to Position No. 7 on the Warrenton Planning Commission. Motion was seconded and passed unanimously.**

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

**Commissioner Ackley made the motion to appoint Mr. Dan Jackson to Position No. 5 on the Warrenton City Budget Committee. Motion was seconded and passed unanimously.**

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

Brief discussion continued on the committee openings and the vetting process.

Michael McNickle, Clatsop County Public Health Director, gave a presentation on Tobacco Retail Licensing and discussed the proposed County Ordinance. Mayor Balensifer noted his previous question regarding harmonization of policies related to the school districts on tobacco but specifically vaping. Mr. McNickle responded. Mayor Balensifer continued to note his concerns. Tom Rogozinski, Warrenton-Hammond School District Superintendent, noted Mr. McNickle has met with the school district and described the challenges on combatting vaping on school grounds. Commissioner Dyer noted the possibility of training K9 dogs to locate vaping devices. Brief discussion followed. Mr. Rogozinski addressed preventative measures and the challenges. Conversation continued. Ms. Engbretson asked about the licensing fee. Mr. McNickle clarified; the fee is \$350 annually. Commissioner Baldwin asked what the fee goes towards. Mr. McNickle noted it will go back into areas of the program. Commissioner Baldwin stated he wished this was being done by the state or the feds – not county by county and noted his thoughts on the matter. Mr. McNickle will come back at a later date. Mayor Balensifer noted constituent concerns on the on the needle exchange program and locations. Discussion followed.

Community Development Director, Kevin Cronin, presented Ordinance No. 1231 for its second reading and adoption. Mr. Cronin noted the revision to the ordinance. Commissioner Newton asked about the amendment and wanted clarification on whether another first reading was needed.

**Commissioner Ackley made the motion to conduct the second reading, by title only, of Ordinance No. 1231. Motion was seconded and passed unanimously.**

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

Mayor Balensifer conducted the second reading by title only of Ordinance No. 1231; An Ordinance Amending Warrenton Municipal Code Chapter 16.224.

**Commissioner Newton made the motion to adopt Ordinance No. 1231. Motion was seconded and passed unanimously.**

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

MINUTES

Warrenton City Commission

Regular Meeting –12.10.19

Page: 3

Public Works Director, Collin Stelzig, presented Ordinance No. 1232 for its second reading and adoption. He noted the changes that were made to the ordinance at the direction of the City Commission. A brief conversation continued.

**Commissioner Ackley made the motion to conduct the second reading of Ordinance No. 1232. Motion was seconded and passed unanimously.**

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

Mayor Balensifer conducted the second reading of Ordinance No. 1232; an Ordinance Amending WMC 16.136.020 – Transportation standards regarding the installation of sidewalks, providing a process for a Fee in Lieu option for new construction.

**Commissioner Ackley made the motion to adopt Ordinance No. 1232. Motion was seconded and passed unanimously.**

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

Consideration of December 17 work session – Ms. Engbretson explained the purpose of the work session; pre-budget season look at the general fund which will include the estimated revenues for next year.

DISCUSSION ITEMS – None

GOOD OF THE ORDER

Commissioner Ackley noted that as part of Spruce up Warrenton, part of the Fenton building has been retained for their Christmas toy and gift drive for the Warrenton- Hammond Healthy Kids weekend backpack food families. She noted the individuals responsible for decorating the front windows of the building. She continued to note that a façade grant application has been submitted for the building and the proposed changes. She also noted Windemere and Ticor had a class on “living on shaky ground”; it was a highly informative training. She encouraged the city to look at getting together with other municipalities for a training.

Commissioner Newton discussed the success with RDI and Spruce Up Warrenton. He talked about Coffee with the Mayor. He noted an upcoming Grant Writing class.

Commissioner Baldwin encouraged the commission to go up to see the CTE project at the high school and discussed the CTE program and its potential benefits. Discussion continued briefly on projects the kids will be working on. Commissioner Dyer noted the kids will benefit from the CTE program; he is glad that we are in support of this.

Mayor Balensifer noted the need to develop a resolution expressing the City’s support of the CTE program at the high school – Commission was in Consensus. He also discussed the garbage cans at Youngs Bay Plaza and the need to develop a policy to require commercial spaces to

MINUTES

Warrenton City Commission

Regular Meeting –12.10.19

Page: 4

provide garbage cans. Brief discussion followed. He gave comments on the passing of Muriel Dunn – a pillar of the community. He noted the commission grieves with the Dunn family and expressed condolences to the family.

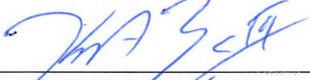
Ms. Engbretson noted the intersection between Marlin and Hwy 101. She stated she reached out to ODOT and noted their response. Mayor Balensifer asked if there was a consensus to task the Planning Commission to identify areas of state-owned highway, create a list of the most dangerous issues, and then issue an all-encompassing letter with prioritization. He continued to note that this could then be used as a campaign to push for legislative funds for ODOT to fix some of the issues. Brief discussion followed.

Ms. Engbretson noted Mayor Balensifer's concern about the community center plan for future events – the board has stated they are at capacity. There will be a discussion about having a game night.


There being no further business, Mayor Balensifer adjourned the regular meeting at 7:24 p.m.

Respectfully submitted by Lindsay Duarte, Deputy City Recorder

APPROVED:

  
Henry A. Balensifer III, Mayor

ATTEST:

  
Dawne Shaw, City Recorder