

MINUTES  
Warrenton City Commission  
Regular Meeting – November 26, 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, 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, RARE Participant Morgan Murray, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 11.12.19
- B. Community Center Board Minutes – 5.16.19
- C. Community Center Annual Report – FY 18/19
- D. Police Department Monthly Statistics – October 2019

Mayor Balensifer noted the Community Center Board minutes; he noticed the minutes did not reflect the commission's direction to gain funds for the community center by increasing the number of events that are held there. He noted there are no additional events planned and he would like to know from staff if there are plans under way. Ms. Engbretson noted she will have the Finance Director, April Clark, comment on the progress of future events at the December 10 meeting.

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

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

COMMISSIONER REPORTS

Commissioner Newton reported that he went to the RDI training where Mayor Balensifer was a *keynote* speaker. He noted the City of Warrenton is outperforming everyone else. He attended an event at Lums and went to the CREST meeting, mentioning there are interesting projects coming up. He also went to the WBA meeting; and spoke about sidewalks.

Commissioner Ackley stated she attended the Spruce Up Warrenton meeting, noting it is an impressive group. She also noted she received an email from Morgan Murray, RARE Participant,

to post on Warrenton/Hammond Healthy Kids website regarding some of the projects she is working on, and she noted that she is receiving a lot of positive feedback and it feels really good to hear.

Ms. Engbretson gave an update on the dredging at the Hammond Marina; noting she is currently working with the project manager to request an extension. The project manager is cautiously optimistic that we will be able to extend the permits to Feb 28. They will finalize the extension request letter, and it will be sent out tomorrow. If the extension is not approved, dredging will not start until November of next year. Should the project be delayed until next year this would affect our basin and Buoy 10, but the City is doing everything they can to get things moving.

Mayor Balensifer noted the event in Grand Ronde that he attended. He was pleased to see the theme of “gratitude” throughout and noted how that can help perpetuate community building. He also received a lot of comments from other communities regarding Warrenton receiving the research grant; it was a very competitive grant that many applied for. He also attended the CEDR meeting, noting there was nothing much to report.

Commission Newton also noted the City of Warrenton has a good commission and a great city manager.

#### PUBLIC COMMENT

Tony Faletti submitted a letter for the record; he noted he is concerned about the Planning Commission rejection of the Spur 104 overlay plan. He suggested a moratorium on building until we get the plans right. He would like to take the process slow. He also noted the lights for the “Welcome to Warrenton” sign are not lit; Public Works will take care of it.

PUBLIC HEARING – None

#### BUSINESS ITEMS

City Manager, Linda Engbretson, asked to table item 7-A; the second reading of Resolution No. 2552, Building permit fee modifications. She noted the state needs the notification 45 days before we adopt it, so to meet the requirements we will need to table this until January.

**Commissioner Dyer made the motion to table agenda item 7-A to the first meeting in January. Motion was seconded and passed unanimously.**

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

Public Works Director, Collin Stelzig, stated the Parks Advisory Board did a public survey to select a name for the area some call “Post Office Park”. He noted the names listed on the survey. The winning name was Warrenton Memorial Plaza. A brief conversation continued. Mayor Balensifer noted he would like to see more public outreach. Commissioner Baldwin noted the ballot was at the front counter. Consensus was to go with the winning name.

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**Commissioner Ackley made the motion to accept the name of Warrenton Memorial Plaza for the park formerly known as Post Office Park located on the southwest corner of the intersection of E. Harbor Drive, N. Main Ave., S. Main Ave., and NE Skipanon Dr. Motion was seconded and passed unanimously.**

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

Public Works Director, Collin Stelzig, discussed Ordinance No. 1232; an amendment to WMC 16.136.020 – Transportation Standards. This Ordinance would be regarding the installation of sidewalks, providing a process for a Fee in Lieu option for sidewalks. He reviewed the fee examples as outlined in the agenda packet material. He explained the fund will help build and maintain sidewalks throughout the city. Discussion followed. Mayor Balensifer asked if this applies to private drives; Mr. Stelzig confirmed it would. Discussion continued. Mayor Balensifer wants private drives explicitly included; he stated, “we should be comprehensive and equal in treatment of development in the City of Warrenton; growth should pay for growth.” Conversation continued.

**Commissioner Dyer made the motion to conduct the first reading of Ordinance No. 1232 with the amendment of making more explicit the intent of the ordinance, by title only. Motion was seconded and passed unanimously.**

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

Mayor Balensifer conducted the first 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.

Public Works Director, Collin Stelzig, discussed the Hammond Waterline Project. He noted they are making some changes, and briefly reviewed the cost. A brief discussion continued. Mr. Stelzig noted that we could do an advance financing where the city puts the money up front and then anyone wishing to connect in the future pays a set price. Discussion continued regarding recouping costs to fund the project. Mayor Balensifer suggested a work session in March on “growth pays for growth” and SDC’s. This item will be tabled, and a work session scheduled for March 24.

**Commissioner Baldwin made the motion to table item 7-D and set March 24 as the date for a work session related to cost of growth. Motion was seconded and passed unanimously.**

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

#### DISCUSSION ITEMS

Mayor Balensifer and Commissioner Baldwin reported on their review of the Warrenton Business Association (WBA) bylaws and business license ordinance. Mayor Balensifer noted he and Commissioner Baldwin spoke with Mike Moha of the WBA about what the WBA should become. He noted all the work Spruce Up Warrenton has been doing, and that it makes sense to

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change the ordinance to get rid of the WBA and put it into the city commissions purview. He noted the proposed changes, as outlined in the handout. He continued to review the proposed changes and further explained the thought process behind the changes.

Ms. Engbretson noted she has not had a chance to go over the details with the Finance Director, April Clark. The conversation continued. Commissioner Newton asked about item A under exclusions – legal counsel will review. Staff will come back in January with the amended ordinance.

### GOOD OF THE ORDER

Commissioner Newton noted the Warrenton Key Club activities. He also noted the Oregon Rental Home Association meeting; the U of O is having tuition issues due to loss of immigrant/visa students. He continued to note unauthorized objects put in the recycling bins and noted holes at the dog park; potential liability issue.

Commissioner Baldwin commented on the recent 14 counties that sued the state of Oregon. He is appalled that the county decided to stay out of that lawsuit; he noted he views it as a mismanagement of money and the schools pay the price.


There being no further business, Mayor Balensifer adjourned the regular meeting at 7:17 p.m.

Respectfully submitted by Lindsay Duarte, Deputy City Recorder

APPROVED:

  
Henry A. Balensifer III, Mayor

ATTEST:

  
Dawne Shaw, City Recorder