

MINUTES  
Warrenton City Commission  
Regular Meeting – October 8, 2019  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Pro Tem Newton called the meeting to order at 6:02 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Pro Tem Newton, Pam Ackley, and Mark Baldwin

Excused: Henry Balensifer, Tom Dyer

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

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 9.24.19
- B. Fire Department Activity Report – June 2019
- C. Fire Department Activity Report – July 2019
- D. Monthly Finance Report – August 2019
- E. Community Center Annual Report – FY July 1, 2018- June 30, 2019

Commissioner Ackley noted a typo on the 9.24.19 Minutes. She also asked for clarification on the past due marina accounts; Harbor Master, Jane Sweet, clarified.

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

**Newton – aye; Ackley – aye; Baldwin – aye**

COMMISSIONER REPORTS

Commissioner Baldwin reported that he attended the League of Oregon City (LOC) conference. He gave a brief summary of his experience.

Commissioner Ackley noted the Way to Wellville has been in a holding pattern; they are now reorganizing. She stated she will report back at a later time with updates.

Mayor Pro Tem Newton reported that he met with the Mayor of Kodiak and met with City Staff in Alaska.

PUBLIC COMMENT – None

Mayor Pro Tem Newton asked for a motion to move agenda item 7-A before item 6-A; Ms. Engbretson noted 7-A is a public hearing.

**Commissioner Ackley made the motion to move business item 7-A to public hearing 6-A. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Baldwin – aye**

PUBLIC HEARING

Mayor Pro Tem Newton opened the Public Hearing on the Warrenton School District Campus Master Plan – Development Code Revision, DCR 19-3. Formalities followed and no conflict of interest was reported. Community Development Director, Kevin Cronin, presented his staff report. He noted a slight change on page 3; under item H - 1. The conversation continued.

Mayor Pro Tem Newton asked for public comment. Mike Moha, school district business manager, spoke in favor of the code revision. No one spoke in opposition. There being no further comments, Mayor Pro Tem Newton closed the public hearing.

**Commissioner Ackley stated based on the evidence in the record, the Planning Commission recommendation, and public testimony, I move to adopt DCR 19-3 to amend the Planned Unit Development section of the Development Code to support campus master plans and to conduct the first reading of Ordinance No. 1231 by title only. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Baldwin – aye**

City Manager, Linda Engbretson, conducted the first reading by title only of Ordinance No. 1231; an ordinance amending Warrenton Municipal Code Chapter 16.224.

Mayor Pro Tem Newton opened the Public Hearing on the Urban Renewal Substantial Amendment – Final Plan and Report. Formalities followed and no conflict of interest was reported. Community Development Director, Kevin Cronin, presented his staff report. He noted there are two items for review and potential adoption. Mr. Cronin noted one is a resolution and the other is the ordinance to approve and adopt the URA substantial amendment that city staff has been working hard on for over a year. Mayor Pro Tem Newton clarified what the amendment achieves. Mayor Pro Tem Newton asked for public comment. No one spoke in favor or opposition. There being no further comments, Mayor Pro Tem Newton closed the public hearing.

**Commissioner Baldwin stated based on the URA Plan & Report, extensive public comment opportunities, community feedback, and support from local taxing districts, I move to adopt Resolution No. 2550. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Baldwin – aye**

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**Commissioner Baldwin made the motion to conduct the first reading by title only of Ordinance No. 1230. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Baldwin – aye**

Mayor Pro Tem Newton conducted the first reading by title only of Ordinance No. 1230; an ordinance making certain determinations and findings relating to and approving the Warrenton Urban Renewal Plan Amendment and directing that notice of approval be published.

#### BUSINESS ITEMS

Harbormaster, Jane Sweet, presented the bids for the 2019-2020 Hammond Dredging Project, and recommended the bid be awarded to Bergerson Construction. There were two bids received and Bergerson Construction was the lowest responsive bidder. She noted that the other bidder filed a protest letter; the city responded, and we have not heard anything further. Ms. Engbretson explained the details of the protest. Brief discussion continued. Ms. Engbretson noted we will come to the commission at the next meeting with a contract for a project manager.

**Commissioner Ackley made the motion to approve awarding the contract for the 2019-2020 Hammond Dredging Project to Bergerson Construction in the amount of \$748,560. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Baldwin – aye**

**Commissioner Ackley made the motion to authorize the Mayor's signature on the contract for the 2019-2020 Hammond Marina Dredging Project Contract Documents. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Baldwin – aye**

City Manager, Linda Engbretson, discussed the request to waive the community center fees for the annual free Community Thanksgiving Dinner. She noted the city covers the cost of the event out of the commission travel and training budget; the cost is \$862.00.

**Commissioner Baldwin made the motion to have the City cover the cost of use of the Community Center for the annual free Community Thanksgiving Dinner by using funds in the Commission travel and training budget. Motion was seconded and passed unanimously.**

**Newton – aye; Ackley – aye; Baldwin – aye**

DISCUSSION ITEMS – None

#### GOOD OF THE ORDER

Commissioner Baldwin noted the accident near Fort Stevens that took out a power pole. He stated he hopes everyone was alright.

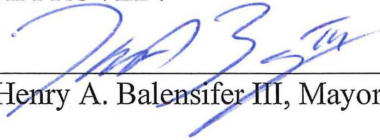
#### MINUTES

Mayor Pro Tem Newton noted articles from the Alaskan newspaper.

There being no further business, Mayor Pro Tem Newton adjourned the regular meeting at 6:36 p.m.

Respectfully submitted by Lindsay Duarte, Deputy City Recorder

APPROVED:

  
Henry A. Balensifer III, Mayor

ATTEST:

  
Dawne Shaw, City Recorder