

*Corrections made 10/8/19  
DShaw*

MINUTES  
Warrenton City Commission  
Regular Meeting – September 24, 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, Pam Ackley, and Mark Baldwin

Excused: Rick Newton, Tom Dyer

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

CONSENT CALENDAR

- A. City Commission Work Session Minutes – 9.10.19
- B. City Commission Meeting Minutes – 9.10.19
- C. Community Library Board Meeting Minutes – 3.08.19
- D. Community Library Board Meeting Minutes – 06.14.19
- E. Police Department Monthly Statistics – August 2019

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

**Balensifer – aye; Ackley – aye; Baldwin – aye**

COMMISSIONER REPORTS

Mayor Balensifer noted how many applications were received for the library position.

City manager, Linda Engbretson, noted she will be heading to the League of Oregon City (LOC) Conference after the Hammond event. Mayor Balensifer explained the Hammond Event; he noted this effort has been going on for a long time and encouraged all to attend.

Mayor Balensifer also noted for the record that he will be gone: October 3 – 12, October 19- 25, and October 30 – November 12. Commissioner Ackley will be acting Mayor from October 3 – October 7 and Commissioner Newton thereafter.

## PUBLIC COMMENT

Dixie Dowaliby asked if the Good Neighbor Agreement would be in writing and if the agreement would be presented to the public for review. Mayor Balensifer noted it is on the agenda this evening.

Gerald Poe spoke in regards to the Dredge Contract Award on the agenda. He noted he reviewed the proposed dredging contract and has concerns. He asked the commission to look over the proposal before approving.

Mr. Robinson spoke in regards to agenda item 7-A; he noted the agreement was submitted and reviewed at the neighborhood meeting.

## PUBLIC HEARING

Community Development Director, Kevin Cronin, presented his staff report on the Urban Renewal Amendment- Final Plan and Report.

**Commissioner Ackley made the motion to authorize a resolution to adopt the urban renewal substantial amendment. Motion was seconded and passed unanimously.**

**Balensifer – aye; Ackley – aye; Baldwin – aye**

## BUSINESS ITEMS

Mr. Cronin discussed the Pacific Seafoods Good Neighbor Agreement. He noted the additional information distributed prior to the meeting. Mayor Balensifer asked what legal counsel thought about the commission approving the agreement without it going to the Planning Commission. Mr. Cronin Stated that legal council agreed that Mayor Balensifer has the ability to approve the Good Neighbor Agreement at tonight's Commission Meeting. Commissioner Ackley asked for clarification on the parking and noted a possible typo that needs correction. Discussion followed. Mayor Balensifer asked for clarification on his understanding on the Good Neighbor Agreement; Mr. Cronin clarified. Mayor Balensifer stated it is important to note the agreement is with the City and Pacific Seafood and this is not a land use approval document, this is simply a document to establish the relationship between administration of tenants there and the City's interest as well.

**Commissioner Ackley made the motion to authorize the City Manager's signature and execute the Good Neighbor Agreement as required by the conditional use permit for Pacific Seafoods, as amended by legal counsel and Commissioner Ackley's correction. Motion was seconded and passed unanimously.**

**Balensifer – aye; Ackley – aye; Baldwin – aye**

Kevin Cronin, Development Director, discussed the Department of Land Conservation & Development (DLCD) Technical Assistance Grant. He noted this grant application is due October 1 and requires a letter of support from the mayor. The grant will accomplish a number of things including an inventory of all lands and <sup>charting</sup> carting a five year action plan for an Economic Development Strategy; which could produce jobs for the citizens of Warrenton.

**Commissioner Baldwin made the motion to authorize staff to apply for a technical assistance grant to help grow local economy and to authorize the mayor to sign a letter of support. Motion was seconded and passed unanimously.**

**Balensifer – aye; Ackley – aye; Baldwin – aye**

Jeannie Smith requested approval for amplified sound at the Fall Festival Event that will take place at City Park. Mayor Balensifer thanked the Warrenton Business Association (WBA) and Ms. Smith. He noted he is really excited, and hopes this will be an annual event. Mayor Balensifer noted the community center is rented that day; and asked what the plan is for the amplified music. Discussion followed. Mayor Balensifer stated it is important to note that the Community Center parking needs to be marked off for wedding parking only. Discussion followed on specifics of the event.

**Commissioner Baldwin made the motion to waive park rental fees for the Fall Festival in Quincy Robinson Park from 10:00 a.m. to 6:00 p.m. on Saturday October 26, 2019 and approve the use of amplified music with consideration for the Community Center event. Motion was seconded and passed unanimously.**

**Balensifer – aye; Ackley – aye; Baldwin – aye**

City Manager, Linda Engbretson, noted she would like to move the Consideration of the Hammond Marina Dredge Contract Award to the October 8 meeting.

**Commissioner Baldwin made the motion to table item 7.D the consideration of the Hammond Marina Dredge Contract Award to the next commission meeting, October 8, 2019. Motion was seconded and passed unanimously.**

**Balensifer – aye; Ackley – aye; Baldwin – aye**

#### DISCUSSION ITEMS –

City Manager, Linda Engbretson, discussed the Warrenton Visitor Center. She noted the current ground lease established several years ago. Diane Collier agreed to man the building and has done so for many years; she would like to close the doors on running it and the Chambers are not interested in running it. The land lease requires it to remain a visitor center or it reverts back to their ownership. If the land owners do not wish to keep the building than the City will be required to remove the building. Mayor Balensifer noted it does not make budget sense to run the center. Discussion continued. Consensus was to notify the property owners that the City will cease operating the building as a visitor center and see if the property owners want to take ownership of the building.

#### GOOD OF THE ORDER – NONE

There being no further business, Mayor Balensifer adjourned the regular meeting at 6:41 p.m.

Respectfully submitted by Lindsay Duarte, Deputy City Recorder

APPROVED:



~~Henry A. Balensifer III, Mayor~~

*Rick Newton, Mayor Pro Tem*

ATTEST:



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Dawne Shaw, City Recorder