

MINUTES  
Warrenton City Commission  
Regular Meeting – August 13, 2019  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:00 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, Community Development Director Kevin Cronin, Finance Director April Clark, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Police Chief Mathew Workman, City Recorder Dawne Shaw, and Deputy City Recorder Lindsay Duarte

Mayor Balensifer gave his Mayoral State of the City Address as presented in the Agenda Packet Materials. He addressed the challenges, changes, and opportunities through an agenda that goes back to Warrenton roots, learns from the past, and outlines our new Warrenton for Warrenton Agenda. He noted that Warrenton is a melting pot of several towns, the most recent being Hammond, and before that there were the towns of New Astoria (Hammonds Prior Name), Lexington, Skipanon, Flavel, and the lost town of Yellow Bank (also known as Upper Landing). He continued to state that we should rediscover our rich history and celebrate it by mapping out where these places used to be and forming heritage districts around them. As a kick off to the Districting Plan, and in acceptance of the recommendations of the Hammond Marina Task Force, he is proud to declare our first district will be the Hammond Heritage District. He concluded his speech with: we are stronger together when neighbors look out for each other. “We are stronger together when your government ensures we have functional infrastructure, clean water, and plumbing that flushes. We are stronger together when we can support each other as people, even if we disagree about ideas. Warrenton has, and will always continue to be, a city that looks forward. We don’t stare at our waterfront and pine about our golden days of industry. We live that industry as we go to work every day. We can reconnect with our past without being stuck in it. We can learn from our roots and adapt them to modern uses and we can ensure we invest in our town for our own sake – not for tourists. To steal the high schools phrase – I’m all in for Warrenton. Will you join me?”

CONSENT CALENDAR

A. City Commission Meeting Minutes – 7.23.19

Commissioner Newton noted a correction to the 07.23.19 minutes.

**Commissioner Ackley 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 reported that he worked with the library to get the Oregon Hunters Association Exhibit to come visit. He noted that the Warrenton Library had 67 kids that went through the exhibit. The Marina Market had 150 -200 people that went through the exhibit. He stated he attended the League of Oregon City; this time they discussed legislative items. He noted the next League for Oregon City Meeting will be in Warrenton, Nov 1. The discussion topic for the meeting will be on housing. He noted the report about the Pacific Safety Council, stating we were approved to use the grant again this year. The failure to appear rate prior to implementing the grant program was between 40-50% no show at the court room. Implementing calls and reminders has decreased the rate by 12.5%. He continued to report, stating the Downtown Revitalization Team (Spruce-up Warrenton) has been working very hard. Keeping with those efforts Commissioner Newton swept in front of the library. In 100 feet he swept up eight pounds of dirt. He stated it was his understanding that the street sweeper sweeps every other week. Based off the amount of dirt he swept up and the Street Sweeper schedule he stated he believes the street cleaning is not being done so he requested City of Warrenton payment records for the street sweeper.

Commissioner Dyer welcomed everyone and stated it's nice to work with a commission that works so well with the community.

Commissioner Ackley welcomed everyone and thanked the mayor for the State of the City Address. She stated there is an RDI meeting this week, and she will report back next Commission Meeting with updates.

Mayor Balensifer reported that County Commission Kujala notified him that legislative delegation was making a trip down to look at the levy system and storm water issues. They arranged an ad hoc Tour at the airport and took a look at the tide gates out there. Representative Jeff Reardon, Happy Valley, Representative Tiffany Mitchel, and Director of OWEB (Oregon Water Enhancement Board) were in attendance. Mayor Balensifer stated they had a great discussion and he was happy to see someone from the metropolitan area come down and get a better understanding of the issues we have. He noted November 1 he will not be able to attend the commission meeting

City Manager, Linda Engbretson, congratulated Dawne Shaw, City Recorder, for completing her CMC. She explained the process that Ms. Shaw had to go through to complete her CMC. She reported on the Oceanview Cemetery Masterplan, external stakeholder meeting.

Ms. Engbretson requested to add an item to the agenda; Warrenton Hammond CERT for co-sponsorship for their Annual Disaster Preparedness Event. There were no objections to add to the agenda as item 8-E

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## PUBLIC COMMENT

Sheryl Matson, owner of Third Dimensions Hair Salon, stated the landlord just removed the external garbage cans in front of the plaza; customers have nowhere to put their trash. Subsequently, trash is being discarded along the sidewalks in front of the salon. Ms. Matson stated she is still paying “can charges” to the landlord, but the landlord isn’t providing the services. She continued to state as a home owner there is a City Ordinance regarding garbage, but there is nothing in the City Ordinance requiring landlords to have garbage for the public.

Community Development Director, Kevin Cronin, stated there is not much currently in the code that dictates the specific issue. He stated it’s usually assumed that the landlord takes care of the garbage situation and that the city does not currently dictate receptacle requirements for commercial businesses. Mayor Balensifer stated we need to get a work session started on the issue, and we will discuss options at that time. Meanwhile, Ms. Engbretson stated she will generate a letter to the business landlord.

## PUBLIC HEARING - NONE

## BUSINESS ITEMS

Kevin Cronin, Community Development Director, stated he is very proud of the work the city is doing in Hammond; he now has 45 nuisance cases closed. There is only one outstanding case in Hammond. He explained the nuisance property at 36 SW 4<sup>th</sup> Street. He has been working with the owner since February, and now he is looking to the commission for direction. He noted the yard at the subject property has two junk vehicles. He presented a photo of the nuisance property, taken July 31, 2019 and concluded that the conditions at the subject address are consistent with and meet the intent of the descriptions of various nuisances, both enumerated and unremunerated. Property owner, Nick Schafer, spoke stating he has been there for 15 years. He isn’t clear on the issue at hand; he doesn’t have sidewalk or designated off street or on street parking. He continued to state that both vehicles have current registration to him at the above stated address. Both vehicles run and one of the vehicles shown in the picture was sold as of tonight. Mayor Balensifer stated that he does not see a ton of issues with Mr. Schafer’s cars at this particular point. He clarified that at the given moment commission will not declare the property a nuisance, but would like to give guidance to Mr. Schaffer for future expectations. Mayor Balensifer stated commission will review the subject property for determination of nuisance in 30 days. Meanwhile Mr. Schafer can work with city staff to help come up with solutions or seek guidance through the process.

Kevin Cronin, Community Development Director, Explained the nuisance property at 338 SW Main Court; he stated they have made tremendous progress. He continued to state the only thing that is left over from the clean-up is a truck with non-current tags. A photo of the nuisance property was presented in the Agenda Packet. Mayor Balensifer stated he thinks the property owner made a good faith effort to comply and clean up. Consensus was to leave this property alone at this point.

Finance Director, April Clark, explained Resolution No. 2548; Describing the Distribution of the City’s Share of Clatsop County- Imposed Transient Room Tax Tourism Funds. She stated that Clatsop County started collecting Transient Room Tax in January of 2019 to run the operations of their new jail facility.

## MINUTES

Any new Transient Room Tax that is implemented is distributed 70% for tourism purposes or tourism related facilities and 30% county retains for their jail operations. The 70% is the city's to decide how to utilize the money. Staff recommendation is to use the money on the Hammond Marina Capital Reserve. Ms. Engbretson noted that any revenue the city collects from camping at the Hammond or Warrenton Marinas also has a Transient Room Tax that goes back to the fund.

**Commissioner Dyer made the motion to adopt Resolution No. 2548; Describing the Distribution of the City's Share of Clatsop County- Imposed Transient Room Tax Tourism Funds.**

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

Ms. Engbretson reported that the city has been a co-sponsor with the Warrenton- Hammond CERT in the past; last year they put together a Disaster Preparedness Event in September. They are now doing it again this year, scheduled for September 21 at the Warrenton Community Center. As a co-sponsor the CERT is asking if the city will pay for the \$422.00 Warrenton Community Center day use fee. Ms. Engbretson stated it would come out of the travel training fund.

**Commissioner Baldwin made the motion to approve the payment to rent the Community Center for the Emergency Preparedness Event in September put on by CERT.**

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

#### DISCUSSION ITEMS

Ms. Engbretson noted inquiries about political activity- setting up on city property. Typically we look at them on case by case basis, but if the city allows one group to set up a table than they have to let all other groups to avoid discrimination. Ms. Engbretson suggested doing a little more research on how to create a memo regarding the issue. Her recommendation would be to be proactive on putting something in the code that defines political activity as we move forward.

U.S. Census Bureau Partnership Specialist, Marc Czornij was late for his presentation. He presented his power point as presented in the Agenda Packet Material. He stated essentially what they do is educate, engage, and encourage people around the 2020 Census. They have been reaching out to elective officials on the city, state, county, and community level to let them know the different operations, and what can be expected for the 2020 Census. Their challenge has been to count everyone once, and only once, and in the right place. He explained how important the data they collect is, it guides federal funding for many programs that support communities. He continued to explain how the Census gathers information, and different options available for people to submit their information. Ms. Engbretson asked for clarification on whether the Census Bureau will be working with the city to decide when the information is released, and the best way to distribute the information. Mr. Czornij stated absolutely and they will keep in touch in a timely fashion and discuss the best way to send out the information.

GOOD OF THE ORDER

Commissioner Newton stated he read a blind man is suing Dominos because he cant order pizza on his computer.

Commissioner Ackley stated that Pacific Power has a foundation that has money for facade grants. She will get information on these grants and report back on her findings.

Commissioner Baldwin asked that staff give the Marina staff his kudos for all the hard work they have been doing.

Mayor Balensifer met with the chamber and they are willing to order and merchandise city apparel. It sounds like we will embroider staff and commission merchandise, but screen print everything else provided to the community. He noted he will be gone for majority for the month of October. If there are any issues, forward them to Commissioner Newton. We can reschedule the first meeting if needed.

There being no further business, Mayor Balensifer adjourned the regular meeting at 7:42 p.m.

Respectfully submitted by Lindsay Duarte, Deputy City Recorder

APPROVED:

  
Henry A. Balensifer III, Mayor

ATTEST:

  
Dawne Shaw, City Recorder