

Corrected 3/27/18.

MINUTES
Warrenton City Commission
Regular Meeting – March 13, 2018
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: Rick Newton, Pam Ackley, Tom Dyer and Mayor Henry Balensifer
Absent: Mark Baldwin

Staff Present: City Manager Linda Engbretson, Community Development Director Skip Urling, Public Works Director Collin Stelzig, Police Chief Matt Workman, Public Works Operations Manager Kyle Sharpsteen, Library Site Manager Nettie-Lee Calog and Deputy City Recorder Dawne Shaw

Mayor Balensifer briefly explained the new public comment process.

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

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye

COMMISSIONER REPORTS –

Commissioner Newton noted he is working on several projects but is not ready to report.

Commissioner Dyer welcomed everyone.

Commissioner Ackley noted there is a Hammond Marina Task Force meeting this Friday at 3:30, and she hopes Mott McDonald will be there to give an update on the assessment of the dredging

Mayor Balensifer stated he is pleased to announce the Clatsop County Housing Task Force has chosen an agency to do the housing study and noted the interview process went well. He stated he has been pushing Clatsop Economic Development Resources, the Columbia Pacific Economic Development District, CEDR and others to do more for industrial development, noting there is a lot of empty industrial land. He stated he was approached by the Port Commission president as well as the city's liaison ^{Cap} Stevens, about a joint session with the Port of Astoria, and he suggested if there is a joint session, there should be a discussion about the properties in the East Skipanon peninsula as well as the airport, both highly undeveloped areas in our city. Mayor Balensifer recognized this was the last meeting for the Community Development Director Skip Urling, and asked if he would like to give a few comments. Mr. Urling thanked the Commission

*Port Commissioner

for the opportunity to work for the City of Warrenton and to serve the Commission. He noted he appreciates the passion they each have and wished them continued good luck and success. Mr. Urling spoke briefly about his plans for the near future and Mayor Balensifer thanked him and wished him good luck.

PUBLIC COMMENT – Mr. George McCartin voiced his concerns on the lack of workforce housing/homeless housing. He noted how much land is in Warrenton that could possibly be developed for lower income housing. Brief discussion followed on population growth.

PUBLIC HEARINGS – None

BUSINESS –

Community Development Director Skip Urling presented Ordinance No. 1219 for the second reading. He noted the Public Hearing and the first reading was done at the 2/27/18 Commission meeting.

Commissioner Dyer made the motion to conduct the second reading by title only, of Ordinance No. 1219; Amending the Zoning designation of Tax Lot 81028AD02500 from R-10, Intermediate Residential to RH, High Density Residential. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye

Mayor Balensifer conducted the second reading of Ordinance No. 1219 by title only.

Commissioner Ackley made the motion to adopt Ordinance No. 1219. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye

Library Site Manager Nettie-Lee Calog discussed a reimbursable grant for the Warrenton Community Library to become automated. She noted there are two options but by partnering with Seaside the cost for automation will be considerably less than going alone. Ms. Calog reviewed the costs for the first year and ongoing annually, as presented in the agenda packet. Brief discussion followed.

Commissioner Ackley made the motion to authorize city staff to move forward with partnering with Seaside and applying for the LSTA Reimbursable Grant for automation of the Warrenton Community Library. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye

Mayor Balensifer requested permission from the Commission to write a thank you letter to the Seaside's Library Director for their assistance in this matter. There were no objections.

Public Works Director Collin Stelzig stated PW worked with developer Alfred J. L'Amie Jr. for over a year; and noted a new water line would benefit him as well as neighbors. Alfred J. L'Amie Jr. proposes to grant the city a 10' wide permanent utility easement through his property in the vacated portion of SE 14th Pl. from S. Main Ave. to SE Anchor Ave. He noted the easement will allow the city to install an 8" waterline to increase fire-fighting capabilities to Mr. L'Amie's development and the existing homes in the neighborhood, which is currently being served by a 2" line. Mr. Stelzig stated the estimated cost to install the line is \$35,000, which is a significantly reduced cost for infrastructure improvements in an area, which Chief Demers has identified as underserved for fire protection. Discussion followed and City Manager Linda Engbretson noted the installation of the line is being paid for by the Urban Renewal district.

Commissioner Newton made the motion to accept the 10' wide utility easement from Alfred J. L'Amie Jr., to the City of Warrenton in the vacated portion of SE 14th Place from S. Main Ave to SE Anchor Ave. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye

City Manager Linda Engbretson presented the Memorandum of Agreement with Clatsop County for the installation of the Whelen Warning Sirens. She stated the city have been working closely with Tiffany Brown, the Clatsop County Emergency Manager; the County is writing a grant to help with the cost of installing and maintaining the sirens. She noted the MOA outlines the city's responsibilities. Ms. Engbretson noted this also fits in with the city's goal of emergency management. Ms. Brown stated the county received them in 2012, for the price of transportation. She noted Seaside has 2 of them; and stated funding for installation has been a problem. Ms. Brown stated a grant application was turned-in in January, and should know by the first week of May if it is approved. She noted one of the main points she made in the grant application was that this provides great continuity throughout the county. She briefly discussed best practices in the event of earthquake or tsunami, and suggested testing the sirens at weekly intervals, for continuity with other cities down the coast. Ms. Brown stated she has been working with the Fire Chief and they identified two sites where the sirens can be located – at the Warrenton and Hammond Fire Stations. Brief discussion followed.

* sirens

Commissioner Ackley made the motion to authorize the Mayor's signature on the MOA between Clatsop County and the City of Warrenton for installation of Whelen Warning Sirens, upon final approval by legal counsel. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye

Mayor Balensifer noted the 2018-2019 Commission Goals were sent separately from the agenda packet and also his notes. He proposed discussing the goals tonight but tabling the vote until Commissioner Baldwin is in attendance. He reviewed his thoughts on each goal:

Goal 1, Community Building – better communications; restarting the Mayoral monthly update in the Columbia Press; email updates and reaching out to citizens and letting them know what the city is doing; encouraging departments and volunteers; recognizing our volunteers and encouraging community events. Police Chief Workman gave a quick update on an upcoming County-wide Citizens Police Academy, starting in April, which will hopefully include 7 people from each community.

Goal 2, Visioning Update – Updating the Vision Plan the next fiscal year, to realign our city code and laws to the vision. He noted there will be a presentation at the next meeting from RDI about the Economic Road Map, and discussion can continue after the presentation. Discussion continued on the original vision plan and ensuring it gets realized.

Goal 3, Downtown Improvements; funding for nuisance abatement outside of the urban renewal district and have the WURA fund nuisance abatement inside the district boundaries. He suggested starting a nuisance task force to provide a friendly, neighborly and intermediate method to get people to comply and bring their properties up to code. He noted the task force would be comprised of citizens and Commissioner Dyer has agree to lead it. Discussion followed on the community effort to assist neighbors clean up their properties, with the priority on the frontage roads first. Also discussed was the continued exploration of jurisdictional transfer of S. Main Ave; and finalizing beautification efforts and sidewalks policy.

Goal 4, Emergency Preparedness – Mayor Balensifer suggested the focus be on the smaller more immediate emergencies, before focusing on a Cascadian event. Commissioner Newton noted he met with the CERT team, and they are working on project to make sure every household in Warrenton and Hammond has been offered an evacuation packet. Commissioner Dyer suggested partnering with the State Police office to set up an emergency operations center. Discussion continued on continuity of operations. City Manager Engbretson suggested focusing on the Emergency Operations Plan and getting it updated, for this year's goal. Commissioner Ackley suggested also including more awareness for the community. Mayor Balensifer noted the public has a personal responsibility to be prepared and we should encourage them. It was agreed the goal should be Emergency Operations Plan and Supporting Emergency preparedness.

The Commission was in consensus of all 4 goals.

DISCUSSION ITEMS – None

GOOD OF THE ORDER - Commissioner Ackley noted Clatsop County CCO is having a community-wide conversation on housing in Clatsop County on March 26th to discuss housing and homelessness. Also next week, there is an event to discuss substance abuse on March 21st. She also gave a shout out to Public Works Director Collin Stelzig and Public Works Operations Manager Kyle Sharpsteen, they assisted with a sewer scope at a client's house. She thanked them for their prompt attention.

MINUTES

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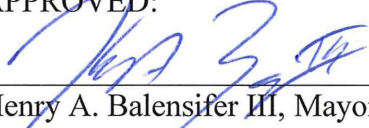
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Commissioner Newton noted the Helping Hands center is only able to help people with drug and alcohol problems; not everyone can get in program.

There being no further business Mayor Balensifer adjourned the meeting at 7:13 p.m.

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, Deputy City Recorder