

MINUTES
Warrenton City Commission
September 22, 2020
6:00 p.m.
Warrenton Community Center
170 SW 3rd Street
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 Balensifer, Tom Dyer, Mark Baldwin, and Rick Newton by phone (joined at 6:32)

Excused: Pam Ackley

Staff Present: City Manager Linda Engbretson, Public Works Operations Manager Kyle Sharpsteen, Police Chief Mathew Workman, Interim Planning Director Mark Barnes, Fire Chief Brian Alsbury, and City Recorder Dawne Shaw

Others: Members of the Warrenton Volunteer Firefighters Association

Fire Chief Alsbury asked Division Chief Scott Watson, Firefighter Leonard Hanson, and Captain Chris Penno to give a brief report on the devastating wildfires they assisted with in Southern California and Central Oregon. Chief Alsbury commented on the phenomenal group of volunteer firefighters and staff of the fire department and thanked them for their service and dedication to the community.

Mayor Balensifer administered the Oath of Office for Fire Chief Brian Alsbury. Chief Alsbury's wife pinned on his badge and his father pinned on his bugles. Chief Alsbury explained that the bugles were his father's and are very meaningful. City Manager Linda Engbretson explained the oath is being administered after 9 months on the job, due to the 9-month probationary period. She stated that Chief Alsbury is doing a fantastic job and he is great leader, and noted she is happy to have him as part of the team.

At 6:12 p.m. Mayor Balensifer called for a 15-minute recess for refreshments, courtesy of the Volunteer Firefighters Association. At 6:29 p.m. Mayor Balensifer reconvened the regular meeting.

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 8.11.20
- B. Monthly Finance Report – July 2020
- C. Police Department Monthly Statistics – August 2020

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

Balensifer – aye; Baldwin – aye; Dyer - aye

PUBLIC COMMENT

Mrs. Florence Snyder submitted public comments for the record. She briefly stated she is having building permit issues and that she needs help.

COMMISSIONER REPORTS

Commissioner Dyer welcomed everyone and stated how nice it was to see the community come together and support the fire department.

Commissioner Baldwin thanked everyone for coming and commented on the nice badge pinning ceremony.

Ms. Engbretson requested to add agenda item 8-F for the appointment of an interim municipal judge. There were no objections.

Mayor Balensifer asked to move agenda item 8-D up to the top of the business items. There were no objections. He also reported that he would be interested to see how state legislature responds to the League of Oregon Cities' request that the state distribute money from the Covid stimulus package to small cities, who have not yet received stimulus.

Commissioner Newton joined the meeting at 6:32 p.m., by phone.

PUBLIC HEARING – None

BUSINESS ITEMS

Mayor Balensifer noted an event application from Spruce Up Warrenton for the annual Trunk or Treat event. Ms. Jeanne Smith stated she is available to answer questions if needed. Mayor Balensifer noted this event has everyone's support. Ms. Engbretson stated she shared the health departments comments and suggestions about the event; Ms. Smith noted they will follow the guidelines and be very safe.

Commissioner Baldwin made the motion to approve the annual Trunk-or-Treat Event at Quincy Robinson Park. Motion was seconded and passed unanimously.

Balensifer – aye; Baldwin – aye; Dyer – aye; Newton – aye

Mayor Balensifer noted Sunset Empire Transportation District Executive Director Jeff Hazen in attendance, who is requesting a letter of support for a grant application. Mr. Hazen presented a

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power point outlining the transit access study results and noted a full bus stop shelter is planned for Highway 101 near the SE Ensign intersection. The grant application will provide funding for this bus stop. Mr. Hazen noted the increase in ridership between Warrenton and Hammond. Brief discussion followed.

Commissioner Dyer made the motion to authorize the Mayor's signature on a letter of support from the Warrenton City Commission. Motion was seconded and passed unanimously.

Balensifer – aye; Baldwin – aye; Dyer – aye; Newton – aye

Interim Planning Director Mark Barnes presented Ordinance No. 1242 for its second reading and adoption. He noted the changes made after previous discussions and outlined possible issues that can be changed easily. Mr. Barnes outlined other changes to the findings and noted if the commission adopts the findings, they then become their findings. Mayor Balensifer noted the setback requirement on Harbor should be 100 feet. Mayor Balensifer clarified the amendments – 100 feet would be the setback on Harbor; and no new mini storage facilities on S. Main Avenue and Pacific Avenue.

Commissioner Baldwin made the motion to amend Ordinance No. 1242, Paragraph G, Section 1, to read “New storage facilities shall be constructed no closer than 100 feet from the nearest street-side property line on Harbor Avenue.” Motion was seconded. Brief discussion continued. Mayor Balensifer called for a vote and the motion was passed unanimously.

Balensifer – aye; Baldwin – aye; Dyer – aye; Newton – aye

Commissioner Dyer made the motion to conduct the second reading, by title only of Ordinance No. 1242 as amended. Motion was seconded and passed unanimously.

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

Mayor Balensifer conducted the second reading, by title only, of Ordinance No. 1242; Amending Warrenton Municipal Code Title 16, Development Code, Division 3, Design Standards, Establishing New Design Standards for Commercial Corridors as amended.

Commissioner Baldwin made the motion to adopt Ordinance No. 1242 as amended. Motion was seconded and passed unanimously.

Balensifer – aye; Baldwin – aye; Dyer – aye; Newton – aye

City Manager Linda Engbretson discussed the street vacation petition from Stan Johnson, for a portion of an undeveloped street known as Sprague Street (SE 15th). She presented Ordinance No. 1243 for its first reading. She stated the public hearing for this street vacation was held on

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August 25 and noted she is working with legal counsel to make sure the easements are notated correctly.

Commissioner Dyer made the motion to conduct the first reading of Ordinance No. 1243 by title only. Motion was seconded and passed unanimously.

Balensifer – aye; Baldwin – aye; Dyer – aye; Newton – aye

Mayor Balensifer conducted the first reading, by title only, of Ordinance No. 1243; An Ordinance Vacating a Portion of an Undeveloped Street Known as Sprague Street (SE 15th) in the Town Plat of Spokane Addition, Warrenton Oregon.

Public Works Operations Manager Kyle Sharpsteen discussed the bid award for the SE Anchor (Harbor – SE 3rd St.) Waterline Project. Commissioner Baldwin gave a few comments on the bid coming in under budget. Commissioner Newton stated he will recuse himself from this project as he owns property that will directly benefit.

Commissioner Baldwin made the motion to approve awarding the contract for the SE Anchor (Harbor – SE 3rd St.) Waterline Project to Big River for the amount of \$129,450.53. Motion was seconded and passed unanimously.

Balensifer – aye; Baldwin – aye; Dyer – aye; Newton – recused

Ms. Engbretson discussed the appointment of Interim Municipal Judge John Orr. She noted she reached out to local attorneys and was referred to Mr. Orr, who has been the Gearhart Judge for over 20 years. She stated she will move forward with an RFP for a new municipal judge.

Commissioner Dyer made the motion to appoint John Orr as interim municipal judge. Motion was seconded and passed unanimously.

Balensifer – aye; Baldwin – aye; Dyer – aye; Newton – aye

DISCUSSION ITEMS – None

GOOD OF THE ORDER

Commissioner Dyer thanked everyone for their community involvement.

Ms. Engbretson mentioned the new lights in the city hall parking lot, noting it was an Urban Renewal project.

Mayor Balensifer added that having travelled quite a bit over the past few months, to different cities across the nation, he took note of what different towns do to create a sense of place. He stated it is great to see the transformation occurring in our town. He also noted some towns that were bad; that did not have a lot of pride or a sense of place; they look like towns forgotten. He

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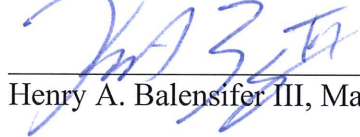
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thanked Spruce Up Warrenton and everyone that volunteers on our boards and provides public input as we move to make our city that much better.


Ms. Engbretson noted the exciting new Hammond waterline project will come to commission next month.

There being no further business, Mayor Balensifer adjourned the regular meeting at 7:19 p.m.

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, CMC, City Recorder