

MINUTES  
Warrenton City Commission  
Regular Meeting - November 12, 2013  
7:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, Or 97146

Mayor Mark Kujala called the meeting to order at 7:07 p.m., then led the public in the Pledge of Allegiance.

Commissioners Present: Mark Baldwin, Henry Balensifer, Dick Hellberg, Tom Dyer, Mayor Mark Kujala

Staff Present: City Manager Kurt Fritsch, City Attorney Harold Snow, City Recorder Linda Engbretson, Finance Officer Laurie Sawrey, Fire Chief Tim Demers, Police Chief Matthew Workman, Wastewater Treatment Plant Operator Kyle Sharpsteen, Public Works Foreman Craig Walters, Public Works Director Don Snyder, Engineer of Record Collin Stelzig.

**COMMISSIONER COMMENTS/COMMUNICATIONS/AGENDA ADDITIONS**

Commissioner Dyer - Noted Veteran's Day and his appreciation for there service. "We should think about them every day, not just one day a year."

Baldwin - Echo Commissioner's Dyer's comments in appreciation of Veterans.

Commissioner Balensifer - Echo Commissioner Dyer's comments. Reported he had the opportunity to visit a new business in town- Farm Girl Yogurt. He stated discussion with manager indicated they located in Warrenton because it encourages new businesses. Stated the National Guard is interested in placing a bronze Minute Man statue to recognize military history in Warrenton - perhaps on the east side of the City near the Walmart/Costco, etc., development. Mayor Kujala stated Mr. Leroy Dunn should be involved in the discussion. He's been very active in the community related to veteran recognition and the VFW.

Commissioner Hellberg - Pleased by passage of Police Levy. Comments in honor of Veterans. Noted a lot of sidewalks within the City that need repair. They are usually the property owner's responsibility. He requested consideration of what can be done to encourage restoration. Requested an update on the Walmart project. City Manager Fritsch responded he will bring a report back after consultation with Community Development Director Skip Urling.

Mayor Kujala - Appreciation of all Veterans and pleased the Police Levy passed.

City Manager Kurt Fritsch asked that the Commission consider cancellation of the second meeting in December - it falls on Christmas Eve.

**Commissioner Mark Baldwin made the motion to add canceling the December 24 meeting to the Agenda as item 6.F. Motion was seconded and passed unanimously.**

**Dyer - aye; Baldwin - aye; Balensifer - aye; Hellberg - aye; Mayor Kujala - aye.**

City Attorney Harold Snow - In response to Commissioner Hellberg's comments related to sidewalks, he noted civil liability issues - discussion to bring back report on sidewalks.

### **CONSENT CALENDAR**

- A. City Commission Regular Meeting Minutes - 10/22/13
- B. City Commission Work Session Minutes - 08/13/13

**Commissioner Henry Balensifer made the motion to accept the Consent Calendar as presented. Motion was seconded and passed unanimously.**

**Dyer - aye; Baldwin - aye; Balensifer - aye; Hellberg - aye; Mayor Kujala - aye.**

### **BUSINESS**

Mayor Kujala opened the public hearing on the matter of exempting technology services from the public contracting solicitation process. No conflicts of interest were reported. City Manager Kurt Fritsch explained that Tom Winter has been the City's IT consultant over the past nine years. He recently accepted a job with Peer Technologies, an IT firm located in Beaverton. The City would like to enter into a contract with Peer Technologies, perhaps for a year or 18 months to provide continuity and keep moving forward with system upgrades and maintenance. He explained that Mr. Winter would still be the City's contact. The City would then put out a RFQ. He explained that period of time will give the City a picture of costs and to be able to better define service needs. Staff recommends exempting this contract from public contracting solicitation requirements as this time as being in the best interest of the City. Findings for the exemption were provided in the Agenda Memorandum included in the meeting packets. Mayor Kujala opened the floor to public testimony - There were no comments from the public either in favor or against; however an email from Ben Doney, Ben's Computer Store, Inc., was provided to the Commissioners. In Mr. Doney's email, he stated he recognized the need for continuity; however, he wrote there should be an opportunity in the future for other providers to submit proposals. Mayor Kujala closed the public hearing. Discussion followed on limiting the time of this contract

and putting it out for an RFQ. Commissioners debated time period from immediately to a year +. Mr. Fritsch recommended a year + will give staff a good picture of costs associated with working with Peer. He explained that under and RFQ, cost is not the only factor related to choice of the vendor.

**Commissioner Henry Balensifer made the motion to authorize exempting the contract for technology services from public contracting solicitation requirements and authorize the Mayor's signature on a contract with Peer Technologies for a term of 12 months at which time a RFQ will be requested. Motion was seconded and passed.**

**Commissioner Dyer - aye; Commissioner Baldwin - Nay; Mayor Kujala - aye;  
Commissioner Balensifer - aye; Commissioner Hellberg - aye.**

City Manager Kurt Fritsch explained that several city-owned water mains are located on the Fred Meyer store property. When the store was originally constructed utility easements to the City for maintenance and repair were not provided. The remodel is a perfect opportunity to gain the necessary and appropriate easements for the existing and relocated water mains. In addition, as part of the expansion, the store offered to reconstruct the transit system bus stop with a shelter, and to improve some sidewalks. These require Fred Meyer to dedicate a portion of property as public right-of-way.

**Commissioner Henry Balensifer made the motion to approve the Public Utility Easement Agreement between the Grantors' Fred Meyer Stores, Inc., The Bank of New York Mellon Trust Company, N.A., and Grantee, City of Warrenton; the Dedication Deed between Fred Meyer Stores, Inc., and the City of Warrenton; and the Dedication Deed between the Bank of New York Mellon Trust Company, N.A., and the City of Warrenton, and authorize the Mayor to sign all three instruments. Motion was seconded and passed unanimously.**

**Dyer - aye; Baldwin - aye; Balensifer - aye; Hellberg - aye; Mayor Kujala - aye.**

Police Chief Matthew Workman requested the Commission surplus outdated radio equipment. He explained the Warrenton Police Dept. can no longer use this equipment, but the Clatsop County Amateur Radio Emergency Service can utilize it. The radio equipment is valued in total just over \$1,000.

**Commissioner Baldwin made the motion to declare the listed radio equipment as surplus and to allow staff to donate the equipment to the Clatsop County Amateur Radio Emergency Services group. Motion was seconded and passed unanimously.**

**Dyer - aye; Baldwin - aye; Balensifer - aye; Hellberg - aye; Mayor Kujala - aye.**

City Manager Fritsch noted the first reading of Ordinance No. 1183-A was conducted during the Commission's October 22 meeting. He reminded the Commission the ordinance clarifies the City's code pertaining to the Wetland permitting process between the City and the Division of State Lands.

**Commissioner Mark Baldwin made the motion to conduct the second reading, by title only, of Ordinance No. 1183-A. Motion was seconded and passed unanimously.**

**Dyer - aye; Baldwin - aye; Balensifer - aye; Hellberg - aye; Mayor Kujala - aye.**

**Mayor Kujala conducted the second reading, by title only: *Ordinance No. 1183-A; Amending the Warrenton Municipal Code (WMC) Section 16.156.030, Wetland Area Development Standards.***

**Commissioner Henry Balensifer made the motion to adopt Ordinance No. 1183-A. Motion was seconded and passed unanimously.**

**Dyer - aye; Baldwin - aye; Balensifer - aye; Hellberg - aye; Mayor Kujala - aye.**

City Manager Kurt Fritsch reported that Ordinance No. 1184-A was presented last meeting to rededicate a portion of property deeded to the City as a temporary turn-around for emergency vehicles until the remainder of the road/development on SW Pine Drive was completed.

**Commissioner Mark Baldwin made the motion to conduct the second reading, by title only, of Ordinance No. 1184-A. Motion was seconded and passed unanimously.**

**Dyer - aye; Baldwin - aye; Balensifer - aye; Hellberg - aye; Mayor Kujala - aye.**

**Mayor Kujala conducted the second reading, by title only: *Ordinance No. 1184-A: Vacating a Portion of SW Pine Drive Dedicated on Partition Plat No. 2005-03 for a Temporary Turnaround for Emergency Vehicles.***

**Commissioner Henry Balensifer made the motion to adopt Ordinance No. 1184-A. Motion was seconded and passed unanimously.**

**Dyer - aye; Baldwin - aye; Balensifer - aye; Hellberg - aye; Mayor Kujala - aye.**

**Commissioner Dick Hellberg made the motion to cancel the December 24, 2013, Commission meeting. Motion was seconded and passed unanimously.**

**Dyer - aye; Baldwin - aye; Balensifer - aye; Hellberg - aye; Mayor Kujala - aye.**


**PUBLIC COMMENT**

Don Snyder introduced Craig Yamasaki, who explained he and his wife are now full-time residents in the community. He was looking for volunteer opportunities and has been picking up litter around town and on the trails. Commissioners thanked Mr. Yamasaki.

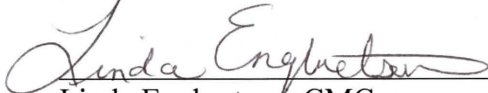
Commissioner Balensifer then noted he was invited to the North Coast Ministerial Association to talk about service opportunities in the community and discussion/concerns were raised regarding drugs in the community, and he suggested a drive to turn in prescription drugs.

There being no further business, Mayor Kujala adjourned the regular meeting at 7:53 p.m.

APPROVED

  
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Mark Kujala, Mayor

ATTEST

  
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Linda Engbretson, CMC  
City Recorder