

MINUTES
Warrenton City Commission
March 26, 2024
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, Gerald Poe, Paul Mitchell, Tom Dyer, and Mark Baldwin

Staff Present: City Manager Esther Moberg, Public Works Director Greg Shafer, Police Chief Mathew Workman, Fire Chief Brian Alsbury, and Deputy City Recorder Hanna Bentley

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 3.12.2024
- B. Police Department Monthly Report – February 2024

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

Poe – aye; Mitchell – aye; Balensifer – aye; Dyer – aye; Baldwin - aye

COMMISSIONER REPORTS

Commissioner Mitchell noted he attended a Clatsop Economic Development Resources (CEDR) meeting. He stated the CEDR awards are coming up. He noted topics that were discussed in the meeting as well as upcoming events.

Mayor Balensifer noted that he and the City Manager attended an open house at Trillium House. He noted that he had met with a lot of tenants and received positive feedback.

City Manager Moberg stated she will be attending the Northwest Regional Managers conference in Seaside. She noted that the Urban Renewal Agency Grant for 60 South Main Ave. was signed. Mayor Balensifer noted that the signing of the contract was a big moment for the Urban Renewal Agency.

PUBLIC COMMENT – None

PUBLIC HEARINGS - None

BUSINESS ITEMS

Public Works Director Greg Shafer discussed the contract for the public works office roof replacement. He noted the process that has taken place and that three bids were received. Staff recommends awarding the bid to Coastline Roofing and Construction for \$119,547.60. The contract includes the replacement of damaged insulation as part of the department's mold remediation needs. Commissioner Baldwin noted the bids were all over the place. Commissioner Baldwin noted it would be nice to have City Hall painted. City Manager Moberg stated she is hoping to budget it for next year to paint the facility. Brief discussion followed.

Commissioner Baldwin made the motion to award the contract for the Public Works Office Roof Replacement Project to Coastline Roofing and Construction, Inc. in the amount of \$119,547.60 and including a 10% contingency. Motion was seconded and passed unanimously.

Poe – aye; Mitchell – aye; Balensifer – aye; Dyer – aye; Baldwin - aye

City Manager Moberg discussed the Tansy Point license agreement. She noted that Warrenton Fiber Company requested an extension of an existing license agreement. In the agreement it is noted they will replace 3 fender pilings on the face of Tansy Point dock. Commissioner Poe noted it mentions leaving the property in similar or better condition and he would like to walk the dock. Ms. Moberg responded stating that she can arrange a date and time to inspect the dock. Ms. Moberg provided clarification on what the dock is made out of. Mayor Balensifer asked Ms. Moberg for the record if the City is receiving dockage fees; Ms. Moberg stated that the City has been receiving the dockage fees quarterly. Mayor Balensifer noted that the best way to view the dock would be from the water at low tide.

Commissioner Mitchell made the motion to approve the license agreement extension between J.E. Mcamis and Warrenton Fiber Company; the updated agreement will go through December 31, 2025. Motion was seconded and passed unanimously.

Poe – aye; Mitchell – aye; Balensifer – aye; Dyer – aye; Baldwin - aye

DISCUSSION ITEMS

Mr. Shafer provided an update on the Iredale storm pipe replacement. Work began on March 11th to replace the failed section of the Iredale storm pipe and within the first 10 feet of excavation, the contractor encountered sizable timbers that had been laid under the existing pipe as its foundation. It is not possible to install the new 36-inch pipe without removing the timbers, which for cost and constructability the contractor and engineer strongly recommended against. He noted that the contractor stated it would be \$30,000 to \$40,000 to remove the timbers.

Alternatively, it was recommended to convert this section of storm pipe from one 36-inch pipe to two 18-inch pipes running in parallel. He noted that the existing 24-inch pipe had a capacity of 4.3 cubic feet per second, the dual 18-inch pipe would be 14.26 cubic feet per second, and with the 36-inch pipe the flow capacity would be 18.81 cubic feet per second. Mayor Balensifer asked for clarification on how the timbers were placed and if there is room for the 2 pipes; Mr. Shafer clarified how the timbers are placed and noted there was room for both pipes. Commissioner Baldwin noted his concerns with having two pipes instead of one. Mr. Shafer responded to his concerns. Mr. Shafer noted the full design is to replace the pipe in full. He noted they got the

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grant to finish the rest of the project. Ms. Moberg noted both ends of the segments are connected to the main and the intent is to increase capacity and not to replace it with existing. Mayor Balensifer asked if they will be adding grade when replacing the pipes; Mr. Shafer stated they might add grade. Commissioner Baldwin noted his concerns with adding grade. Mr. Shafer responded noting that the engineer has run designs on the project. Brief discussion followed.

GOOD OF THE ORDER

Commissioner Poe noted that his child and their dance team went to State and won first place for Astoria.

Ms. Moberg noted that her annual review and contract are up for discussion. There was unanimous consent to appoint Mayor Balensifer and Mayor Pro Tem Poe to interview department heads and compile their findings. Ms. Moberg requested her review be done in executive session and any contract discussion be held in regular session; Mayor Balensifer confirmed that they will hold her review in executive session.

Mayor Balensifer noted he attended the Clatsop Community College vision plan meeting. He stated that the meeting was a good step for the college to find its niche in the community. He discussed issues with the new audio system; Ms. Moberg noted there will be fine tuning work done. Mayor Balensifer noted there is a League of Oregon Cities (LOC) vision plan work session happening April 3rd. He discussed creating a vision plan for the Hammond District as well as getting a complete City Vision plan.

At 6:35 pm, Mayor Balensifer announced the Commission will now meet in executive session under authority of ORS 192.660(2)(e); *to conduct deliberations with persons designated by the governing body to negotiate real property transactions.*

At 7:16 p.m. Mayor Balensifer reconvened the regular meeting. There being no further business, he adjourned the meeting at 7:16 p.m.

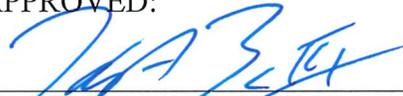
Respectfully prepared and submitted by Hanna Bentley, Deputy City Recorder.

ATTEST:



Dawne Shaw, CMC, City Recorder

APPROVED:



Henry A. Balensifer III, Mayor