

MINUTES
Warrenton City Commission
August 22, 2023
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, Paul Mitchell, Tom Dyer, Gerald Poe, and Mark Baldwin

Staff Present: City Manager Esther Moberg, Police Chief Mathew Workman, Public Works Director Greg Shafer, Finance Director April Clark, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 8.08.23
- B. Police Department Monthly Report – July 2023
- C. Parks Advisory Committee Meeting Minutes – 6.12.23

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

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

COMMISSIONER REPORTS

Commissioner Mitchell gave a shout out to the public works department for their work on cleaning up a particular street.

City Manager Moberg requested to add a business item for the paving contract; item 7G, there were no objections.

PUBLIC COMMENT

Written comment was received from Alisa Dunlap with Pacific Power in regard to item 7F – camping zones.

PUBLIC HEARINGS - None

BUSINESS ITEMS

City Manager Esther Moberg discussed the lease agreement for Battery 245. She stated it is a six year lease at 69 NE Heron Ave. Mayor Balensifer clarified for the record when they issued the approval to transfer the lease that Encore Academy requested a portion of the property; Ms. Moberg clarified that it would be an agreement between Battery 245 and Encore and would not be a sublease.

Commissioner Baldwin made the motion to approve the 6 year lease agreement with Battery 245. Motion was seconded and passed unanimously.

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

Ms. Moberg discussed the updated agreement with Warrenton Seniors, Inc., regarding the Community Center. She met with the Warrenton Seniors Board to discuss the agreement and they are in agreement on the terms. Mayor Balensifer stated they have been trying to get the agreement redone for several years.

Commissioner Poe made the motion to approve the Seniors Community Center Agreement. Motion was seconded and passed unanimously.

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

Parks Advisory Board Chair Bert Little discussed the Parks Advisory Board recommendation for a BMX bike track. Mayor Balensifer clarified the recommendation is to allow the BMX track organization to build a BMX track on the old dumpsite while meeting all city and building codes; Mr. Little confirmed. Commissioner Mitchell asked if they would be charging for use; Mr. Little clarified they are not charging but if there is a tournament, they would be charging. Ms. Moberg stated it was mentioned there would be a membership fee and they would not charge in the off-season. Discussion continued on usage and liability. Ms. Moberg stated she does not see a motion without further information; she has not seen a comprehensive business plan and has questions that have not been answered. Mayor Balensifer stated that based on lack of information consensus was to remand back to the board.

Mr. Little discussed the Parks Advisory Board recommendation for the relocation of the Hammond Community Garden and explained the process that took place with the School Board. He discussed what will need to be done for the relocation of the garden. Mayor Balensifer stated he feels this is a much better location, and thanked the relocation task force for their work on finding a location and negotiating with the school board.

Commissioner Mitchell made the motion to approve the IGA between the school district and City of Warrenton entering into a 20 year lease agreement for a community garden near Pacific Drive & 7th Ave. Motion was seconded and passed unanimously.

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

Ms. Moberg discussed the camping zones to go with the city's camping ordinance. She stated they are requesting the City Commission select two to three zones. She shared that they are recommending the zones at Neptune, Bugle, and Dolphin, noting that the city needs locations in place so they can relocate people as needed. Discussion continued; Commissioner Mitchell noted

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his concerns; Commissioner Baldwin noted he does not like the Dolphin location. Mayor Balensifer noted the North Coast Business Park location is the least invasive, they are already located there, and the location isn't intrusive to residents. He believes the business park should be the primary zone; he's not a fan of Bugle and is adamantly opposed to doing anything in the marinas. Ms. Moberg stated that two utility companies had reached out with concerns about two of the suggested zones; their primary concerns are with access for scheduled and emergency maintenance. Ms. Moberg suggested that something be put into the policy to clearly state the rights to access for emergency and maintenance utility work. Discussion continued.

Commissioner Baldwin discussed his concerns. Consensus was the North Coast Business Park as the primary zone; the discussion continued. Chief Workman clarified the difference between "sites" and "zones." Discussion followed. Mayor Balensifer clarified that between the hours of 9 pm and 6 am in designated zones there is non-enforcement of the camping provision of the city code subject to policies. Commissioner Poe asked how many active zones the city will have at once; Ms. Moberg stated they are hoping to have two to allow for the different types of camping. Commissioner Baldwin discussed his concerns with Bugle; discussion followed. Mayor Balensifer noted for the record that at 6 a.m. officers will clear the Bugle zone. Commissioner Baldwin continued noting his concerns about Bugle and children riding the bus on the way to school seeing what is going on in the zone. Commissioner Mitchell noted his thoughts on Dolphin. The Commission continued to deliberate. Mayor Balensifer suggested North Coast Business Park for tents, Dolphin for cars and RVs, and Bugle as a last resort. Commissioner Baldwin suggested Neptune and wants to stay away from the school bus routes (Bugle); Commissioner Dyer suggested Ensign, Dolphin, and Bugle or Neptune as #3; Commissioner Poe agreed. Commissioner Mitchell suggested Bugle, Dolphin, and then Neptune and North Coast Business Park; noting he wants locations that are easy to clear and not have them disappear into the woods. Commissioner Mitchell reconsidered his choices. Discussion continued on zone management. Mayor Balensifer reiterated the commissioners' choices.

Commissioner Dyer made the motion to approve the North Coast Business Park and Dolphin locations for first and second choice zones. Motion was seconded and passed unanimously.

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

Consensus was to evaluate a third zone at a later date.

Public Works Director Greg Shafer discussed the award of two contracts for 2023 asphalt overlays and the roadway crack-fill treatments; Bayview Asphalt, Inc. in the amount of \$325,114 for the asphalt overlays, and CR Contracting in the amount of \$78,326 for the crack-fills. He requested the Commission approve the contracts contingent upon there being no bid protests. Mayor Balensifer asked if there is additional asphalt, is there a budget to ask them to do additional projects; Mr. Shafer agreed. Discussion continued. There was unanimous consent to authorize staff to execute any further pavement projects if the pavement project management budget allows.

Commissioner Baldwin made the motion to approve award of the 2023 Pavement Management overlay project to Bayview Asphalt Inc in the amount of \$325,114; and the crack-fill project to CR Contracting in the amount of \$78,326 including 10% contingency; provided bids are not protested. Motion was seconded and passed unanimously.

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

DISCUSSION ITEMS – None

GOOD OF THE ORDER

Commissioner Baldwin asked if there were any updates on the nuisance property on Anchor; Ms. Moberg provided an update. She has been working with the City Planner and the property owner to create a timeline for completion. She stated that there will be no more lenience for the property owner.

Commissioner Mitchell noted he attended the Spruce Up Warrenton meeting and was impressed with the amount of people in attendance and their interest.

Ms. Moberg noted the successful Parks Board Cornhole Tournament. Mayor Balensifer followed up with comments on the tournament. He liked that in the cornhole tournament, he saw people he has not seen at other community events. He also thanked the Public Works employees who participated and contributed their winnings back to the parks department.

Mayor Balensifer also noted the Air Fair that took place last weekend. He noted that there were several thousand people who attended the event. He also attended the Oregon Mayors Association conference and noted highlights about the houseless/camping issues.

At 7:05 p.m. 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.*

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

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

ATTEST:


Dawne Shaw, CMC, City Recorder

APPROVED:


Henry A. Balensifer III, Mayor