



City of Warrenton City Commission Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Tuesday, October 22, 2024

1. City Commission meeting called to order at 6:00 pm.

2. Pledge of Allegiance

Commission Members	Present	Excused
Gerald Poe, Mayor Pro Tem	X	
Jessica Sollaccio	X	
Tom Dyer	X	
Paul Mitchell	X	
Henry Balensifer, Mayor (via Zoom)	X	

Staff Members Present	
City Manager Esther Moberg	Police Sergeant Dylan McCoy
City Recorder Dawne Shaw	Public Works Director Greg Shafer
Planning Director Matthew Ellis	

3. Consent Calendar

*Items on the Consent Calendar have previously been discussed and/or are considered routine. Approval of the Consent Calendar requires a motion, a second, and no discussion, unless requested by a member of the City Commission.

- A. City Commission Meeting Minutes 9.24.2024
- B. Warrenton Employee Handbook – 2024 Updates
- C. Public Works Quarterly Report
- D. Monthly Finance Report – June 2024
- E. Police Department Monthly Report – September 2024

Motion:	Move to adopt the consent calendar.				
Moved:	Mitchell				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

4. Commissioner Reports

Commissioner Sollaccio noted she attended the CEDR (Clatsop Economic Development Resources), housing task force, and Clatsop Community Health Resource and Advocacy Team meetings. She provided a brief summary of what was discussed in the meetings. She briefly highlighted the Fall Festival.

Commissioner Mitchell noted he attended the groundbreaking for the new hospital.

City Manager Esther Moberg noted she attended the League of Oregon Cities (LOC) conference.

5. Public Comment

Elizabeth Bigda discussed Spruce Up Warrenton and provided an update on the board.

Rick Newton spoke in regard to the city commission candidates in the upcoming election; also spoke about building in the city.

Kelly Shipley spoke in regard to unpaid water bills for vacant homes.

6. Public Hearing

A. Consideration of Amendment to Development Code – Mini Storage; Ordinance No. 1267; Second Reading & Adoption:

Mayor Pro Tem Poe opened the Public Hearing on the matter of amending the comprehensive plan. Formalities followed. No conflicts of interest or ex parte contacts were reported. Planning Director Matthew Ellis presented his staff report. He noted a public hearing was held by the Planning Commission and it is also necessary to conduct a hearing with the City Commission. The first reading of Ordinance No. 1267 was previously conducted at the August 27th City Commission meeting. Mayor Pro Tem Poe asked for public comments. No one spoke in favor, opposition or neutral. There being no further comments, Mayor Pro Tem Poe closed the public testimony and the public hearing.

Motion:	Move to conduct the second reading, by title only, of Ordinance No. 1267.				
Moved:	Dyer				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Pro Tem Poe conducted the second reading, by title only, of Ordinance No. 1267; an Ordinance Establishing a Cap on the Number of Mini-warehouse Sites Within the City of Warrenton and Amending the Warrenton Development Code.

Motion:	Move to adopt Ordinance No. 1267.				
Moved:	Dyer				
Seconded:	Mitchell	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

B. Consideration of Amendment to Wetland Conservation Plan Inventory & Locally Significant Wetland Map; Ordinance No. 1280:

Mayor Balensifer stated he will recuse himself due to a conflict of interest as his father is the applicant.

Mayor Pro Tem Poe opened the Public Hearing on the matter of amending the comprehensive plan to modify the wetland significance determination made on Tax Lot 81021DC06400. Formalities followed. No conflicts of interest or ex parte contacts were reported. Planning Director Matthew Ellis presented his staff report and recommended tabling the first reading of Ordinance No. 1280. He noted his recommendation to table the ordinance is due to a conflict between the applicable off land criteria and what is in the report. Commissioner Mitchell asked for clarification on how the Oregon Department of State Lands (DSL) made their decision; Mr. Ellis responded. Discussion followed on the best way to move forward. Mayor Pro Tem Poe asked for public comments. Applicant Mike Balensifer provided his comments and noted the hazardous trees that he is unable to cut down without going through a permit process. No one spoke in favor, opposition or neutral. There being no further comments, Mayor Pro Tem Poe closed the public testimony. Mayor Pro Tem Poe closed the public hearing. Brief discussion followed regarding the hazardous trees. There was consensus to ask DSL to respond to the hazardous tree issue.

Motion:	Move to table Ordinance No. 1280.				
Moved:	Dyer				
Seconded:	Mitchell	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer				X
Passed:	4/0				

C. Consideration of Warrenton Zoning Map Amendment; Ordinance No. 1282:

Mayor Pro Tem Poe opened the Public Hearing on the matter of amending the City of Warrenton Zoning Map to reclassify the zoning of multiple properties from General Industrial to Commercial Industrial. Formalities followed. Mayor Balensifer disclosed that he was in contact with Columbia Memorial Hospital (CMH), Big Beans, Wes Giesbrick, and Clatsop County although he does not feel it is a conflict; Mitchell noted he was also in communication with CMH. No additional conflicts of interest or ex parte contacts were reported. Planning Director Matthew Ellis presented his staff report and provided background on the ordinance. There was brief discussion on how the zoning will be labeled. Mayor Pro Tem Poe asked for public comments. No one spoke in favor, opposition or neutral. There being no further comments, Mayor Pro Tem Poe closed the public testimony and the public hearing.

Motion:	Move to conduct the first reading, by title only, of Ordinance No. 1282.				
Moved:	Mitchell				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Pro Tem Poe conducted the first reading, by title only, of Ordinance No. 1282; an Ordinance Amending the City of Warrenton Zoning Map to Reclassify the Zoning of Multiple Properties from General Industrial to Commercial Industrial.

7. Business Items

A. Consideration of Wastewater Treatment Plant UV Disinfection System Control Panel Upgrade:

Public Works Director Greg Shafer discussed a contract with Veolia Water Technologies Treatment Solution for a UV Disinfection System PDCC control panel. He noted the current control panel has failed and is no longer working. He noted the control panel is within the current budget. Discussion followed on the need for the new system.

Motion:	Move to approve the contract with Veolia Water Technologies Treatment Solution for the UV Disinfection System PDCC control panel upgrade in the amount of \$81,500, including 10% contingency.				
Moved:	Mitchell				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

B. Consideration of Nuisance Cost Abatement; Resolution No. 2691:

Mr. Shafer reviewed the abatement costs that have been incurred by the City of Warrenton at the property located at 115 SW 1st Street. He noted the steps that have been taken to notify property owner of the assessed costs in the amount of \$525.00. Brief discussion followed.

Motion:	Move to approve Resolution No. 2691, as stated or amended, a Resolution of the City Commission of the City of Warrenton, Oregon, assessing the costs of abatement of the nuisance located at 115 SW 1 st Street and entering the same in the docket of city liens pursuant to Warrenton Municipal Code Section 8.16.200.				
Moved:	Dyer				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

C. Consideration of Ordinance No. 1281; Updating and Replacing WMC Chapter 3.28; Public Contracting; Second Reading & Adoption:

City Manager Esther Moberg presented Ordinance No. 1281 for its second reading and adoption.

Motion:	Move to conduct the second reading, by title only, of Ordinance No. 1281.				
Moved:	Sollaccio				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Pro Tem Poe conducted the second reading, by title only, of Ordinance No. 1281; an Ordinance Amending in its Entirety, Chapter 3.28 of the Warrenton Municipal Code: Public Contracting and Repealing all Ordinances in Conflict.

Motion:	Move to adopt Ordinance No. 1281.				
Moved:	Dyer				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

8. Discussion Items

A. 11th Street Sewer Line – Orenco/3PO Temporary Ownership:

Ms. Moberg discussed a request from Orenco/3PO systems to keep the 11th street sewer line as private for 3-4 years after completion of the Fort Pointe development. Mayor Balensifer noted that he does not see a downside as long as everything is done to city code and inspected. Commissioner Mitchell noted his concerns and that he does not want this to become a habit. Commissioner Sollaccio asked who would be affected by the moratorium; Ms. Moberg responded. Mayor Balensifer noted he would like strong inspection criteria where issues can be corrected when it is constructed. Commissioner Mitchell stated he would be more comfortable with 36 months instead of 48 months. Brief discussion followed; there consensus to allow 36 months. Ms. Moberg stated she will bring back an agreement for their review.

9. Good of the Order

Commissioner Mitchell stated get out there and vote.

Mayor Balensifer noted the members on the mayor association and LOC board. He spoke regarding the FEMA Bi-Op; thanked Spruce Up Warrenton for the fall festival; gave an update on the letter to the railroad regarding erosion in Hammond; and noted the Town Hall meeting on 10/28.

Ms. Moberg noted she also attended the fall festival; still recruiting for PW Director and Building Official.

10. Executive Session – None

11. Adjournment

There being no further business, Mayor Pro Tem Poe adjourned the meeting at 7:20 pm.

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

Attest:



Dawne Shaw, CMC, City Recorder

Approved:


Henry A. Balensifer III, Mayor