



City of Warrenton City Commission

Meeting Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Tuesday, September 24, 2024

1. City Commission meeting called to order at 6:00 pm.
2. Pledge of Allegiance

Commission Members	Present	Excused
Gerald Poe	X	
Jessica Sollaccio	X	
Tom Dyer	X	
Paul Mitchell		X
Henry Balensifer, Mayor	X	

Staff Members Present	
City Manager Esther Moberg	Police Officer Joshua Holloway
Planning Director Matthew Ellis	Harbormaster Jessica McDonald
City Recorder Dawne Shaw	Fire Chief Brian Alsbury
Public Works Director Greg Shafer	

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.

Mayor Balensifer pulled item 3B and moved it to item 7E and noted it will be the first item of business.

- A. City Commission Meeting Minutes – 9.10.2024
- B. City Manager’s Contract Amendment
- C. Police Department Monthly Report – August 2024

Motion:	Move to approve the consent calendar as presented with the amendment.				
Moved:	Dyer				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Balensifer	X			
Passed:	4/0				

4. Commissioner Reports

Commissioner Sollaccio discussed the CEDR (Clatsop Economic Development Resources) meeting she attended and provided an update on the Fall Festival.

City Manager Esther Moberg noted city hall will be getting painted.

Mayor Balensifer read a proclamation declaring October as Domestic Violence Awareness month.

5. Public Comment

Tony Faletti asked about the date for the repairs to Seafarer’s Park, and gave a “hats off” to the police and fire chief regarding safety fair.

6. Public Hearing - None

7. Business Items

E. City Manager’s contract amendment:

There was brief discussion on the contract amendment. It was noted the amendment is to correct language that was missing in the City Managers’ contract.

Motion:	Move to adopt the City Manager contact amendment				
Moved:	Poe				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Balensifer	X			
Passed:	4/0				

A. Consideration of Ordinance No. 1279; Correcting Urban Growth Boundary – Second Reading and Adoption:

Planning Director Mathew Ellis presented Ordinance No. 1279 for its second reading and adoption. He provided a brief history on the ordinance. He noted the ordinance will go into effect once the county records it.

Motion:	Move to conduct the second reading, by title only, of Ordinance No. 1279.				
Moved:	Dyer				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Balensifer	X			
Passed:	4/0				

Mayor Balensifer conducted the second reading, by title only, of Ordinance No. 1279; an Ordinance Amending the City of Warrenton Comprehensive Plan Correcting the Urban Growth Boundary Map, Adding Related Text, and Recommending Zoning Districts.

Motion:	Move to adopt Ordinance No. 1279.				
Moved:	Poe				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Balensifer	X			
Passed:	4/0				

B. Consideration of Mini Storage Lease Agreement – NW Smart Storage:

City Manager Esther Moberg discussed the lease agreement for the city’s mini storage facility on NE Iredale. Lessee, Mr. Kinney thanked the city for letting them enter into this lease. Discussion followed on security and improvements of the property. Mayor Balensifer asked for the record if there is criminal activity suspected on the property they would be fully cooperating with releasing security camera tapes; Mr. Kinney confirmed.

Motion:	Move to approve the lease as presented for NW Smart Storage to run the City of Warrenton Mini Storage property at 69 NE Iredale.				
Moved:	Poe				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Balensifer	X			
Passed:	4/0				

C. Ordinance No. 1281, Updating and Replacing WMC Chapter 3.28; Public Contracting:

Ms. Moberg presented her staff report and discussed the amendments to the Warrenton Municipal Code (WMC) to update the Public Contracting language.

Motion:	Move to conduct the first reading, by title only, of Ordinance No. 1281.				
Moved:	Dyer				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Balensifer	X			
Passed:	4/0				

Mayor Balensifer conducted the first reading, by title only, of Ordinance No. 1281; An Ordinance Amending in its Entirety, Chapter 3.28 of the Warrenton Municipal Cide; Public Contracting, and Repealing All Ordinances in Conflict.

D. Consideration of October 8th City Commission Meeting Cancellation:

Mayor Balensifer noted he will be on vacation and City Manager Mober will be absent from the first meeting in October. He noted that there are very few items that would be on the agenda and there is nothing pressing.

Motion:	Move to cancel the first meeting in October.				
Moved:	Poe				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Balensifer	X			
Passed:	4/0				

8. Discussion Items – None

9. Good of the Order

Mayor Balensifer asked a follow up question to Mr. Faletti’s public comment regarding repairs to Seafarer’s Park; Ms. Moberg noted the repairs are on the schedule. The project will go out to bid and she hopes to have the repairs done in late fall or early spring. Brief discussion continued.

10. Executive Session

At 6:21 pm., Mayor Balensifer recessed the regular meeting and announced the Urban Renewal Agency will now meet.

At 6:32pm, Mayor Balensifer reconvened and stated the Commission will now meet in executive session under authority of ORS 192.660(2)(h); *to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.*

11. Adjournment

There being no further business, Mayor Balensifer adjourned the meeting at 7:30 pm.


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

Attest:



Dawne Shaw, CMC, City Recorder

Approved:



~~Henry A. Balensifer III, Mayor~~

Gerald Poe, Mayor Pro Tem