



# City of Warrenton City Commission

## Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Tuesday, November 26, 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 Chief Mathew Workman
City Recorder Dawne Shaw	Harbormaster Jessica McDonald
Planning Director Matthew Ellis (via Zoom)	

Mayor Balensifer noted for the record the City Manager is having mic issues.

### 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 11.12.2024
- B. Police Department Monthly Report – October 2024
- C. Marina Advisory Committee Meeting Minutes – 09.16.24
- D. Marina Advisory Committee Meeting Minutes – 10.21.24
- E. Harbormaster Report – September 2024
- F. Harbormaster Report – October 2024
- G. Monthly Finance Report – September 2024
- H. Community Library Board Meeting Minutes – 6.12.24

Commissioner Sollaccio asked for clarification on elk incidents in the police report; Mayor Balensifer asked about another police matter. Police Chief Mathew Workman provided clarification.

Commissioner Sollaccio asked about the September harbormaster report; Harbormaster Jessica McDonald clarified.

<b>Motion:</b>	Move to approve the consent calendar presented.				
<b>Moved:</b>	Poe				
<b>Seconded:</b>	Dyer	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>
<b>Vote:</b>	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			

	Balensifer	X			
<b>Passed:</b>	5/0				

#### 4. Commissioner Reports

Commissioner Sollaccio noted that Spruce Up Warrenton put Christmas lights up in downtown Warrenton and Hammond. She discussed the upcoming crab pot tree lighting.

City Manager Esther Moberg noted the lobbyist applied for an EPA grant for the new Wastewater Treatment Plant.

Mayor Balensifer noted he is on the board for Oregonians for Floodplain Protection and provided an update.

#### 5. Public Comment

It was noted that an emailed public comment was received from Karin and Mike Hopper regarding item 7C and 7D.

#### 6. Public Hearing - None

#### 7. Business Items

##### A. Consideration of FEMA Pre-Implementation Compliance Measure (PICM):

Planning Director Matthew Ellis discussed options for the FEMA Pre-Implementation Compliance Measures (PICM). Consensus was to go with the model ordinance; Mayor Balensifer noted previous discussion on the option of number three. Mr. Ellis elaborated on the model ordinance, noting it does encapsulate the habitat assessment. He noted it is staff's recommendation to stay with the model ordinance. Brief discussion followed.

<b>Motion:</b>	Move to notify FEMA that the City of Warrenton selects the model ordinance as its primary Pre-Implementation Compliance Measure and will begin steps to implement the necessary code provisions on or before July 31, 2025.				
<b>Moved:</b>	Poe				
<b>Seconded:</b>	Dyer	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>
<b>Vote:</b>	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
<b>Passed:</b>	5/0				

Ms. Moberg noted they are able to change their decision as things develop.

##### B. Consideration of Amending Chapter 16.88 and Adding Chapter 16.242 of the Warrenton Municipal Code to Clarify Regulation on Floodplain Development Permits; Ordinance No. 1276:

Planning Director Matthew Ellis presented Ordinance No. 1276 for its second reading and adoption. Mayor Balensifer suggested conducting the second reading but to hold off on adoption until the next meeting.

<b>Motion:</b>	Move to conduct the second reading, by title only, of Ordinance No. 1276.				
<b>Moved:</b>	Dyer				
<b>Seconded:</b>	Poe	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>
<b>Vote:</b>	Poe	X			

	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
<b>Passed:</b>	5/0				

Mayor Balensifer conducted the second reading, by title only, of Ordinance No. 1276; an Ordinance Amending Chapter 16.88 and Adding Chapter 16.242 to the Warrenton Municipal Code to Clarify Regulations on Floodplain Development Permits.

C. Consideration of Resolution No. 2685; Third Avenue Street Legalization:

Mr. Ellis discussed a street legalization process for a portion of Third Avenue, noting this issue has been in place since the 1890's. Mr. Ellis noted the history of the issue. Mayor Balensifer asked what the minimum timeframe required for public notice for a hearing; Mr. Ellis responded.

<b>Motion:</b>	Move to adopt Resolution No. 2685; a Resolution Setting Public Hearing Date of January 14, 2025, to consider the legalization of a portion of Third Avenue in the City of Warrenton, Oregon.				
<b>Moved:</b>	Dyer				
<b>Seconded:</b>	Poe	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>
<b>Vote:</b>	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
<b>Passed:</b>	5/0				

D. Consideration of Resolution No. 2684; Fourth and Fifth Avenue Street Vacation:

Mr. Ellis discussed a resolution setting a public hearing date for a street vacation, for Fourth and Fifth Avenues. Commissioner Sollaccio asked if this resolution moves forward will it resolve the property owners' challenges with their title and everything else; Mr. Ellis stated it will help them move forward. Brief discussion followed.

<b>Motion:</b>	Move to adopt Resolution No. 2684; a Resolution Setting Public Hearing Date of January 14, 2025, to consider the vacation of a portion of Fourth Avenue and Fifth Avenue in the City of Warrenton, Oregon.				
<b>Moved:</b>	Poe				
<b>Seconded:</b>	Sollaccio	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>
<b>Vote:</b>	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
<b>Passed:</b>	5/0				

E. Consideration of reappointment of Debbie Little to the Community Center Board Position 4

Mayor Balensifer provided a document outlining current appointments. There was no discussion.

<b>Motion:</b>	Move to appoint Debbie Little to Community Center Position 4				
<b>Moved:</b>	Poe				
<b>Seconded:</b>	Dyer	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Recused</b>
<b>Vote:</b>	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
<b>Passed:</b>	5/0				

**8. Discussion Items – None**

**9. Good of the Order**

Commissioner Mitchell stated he is glad to see Spruce Up getting the decorations up but is hoping we have better signs/decorations. He noted he will not be at the next commission meeting.

Commissioner Sollaccio noted the fire department’s food drive and asked if there are items in high need; Ms. Moberg responded.

Mayor Balensifer noted he had a great visit with the Harbormaster. He noted they toured E Dock and discussed plans for the marinas. He asked about a previous approval for the hoist; Ms. Moberg noted they fixed the hoist instead. Brief discussion followed.

Ms. Moberg noted the crab pot tree lighting and the blessing of the fleet. The short notice was questioned. Brief discussion continued on the events.

**10. Executive Session**

**11. Adjournment**

There being no further business, Mayor Balensifer adjourned the meeting at 6:33 pm.

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

Attest:



Dawne Shaw, CMC, City Recorder  
Hanna Bentley, Deputy City Recorder

Approved:



Henry A. Balensifer III, Mayor