



City of Warrenton City Commission Minutes

City Hall, 225 S. Main Warrenton, OR 97146
Tuesday, February 25, 2025

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	Finance Director Jessica Barrett
Deputy City Recorder Hanna Bentley	Harbormaster Jessica McDonald
Police Chief Mathew Workman	Interim Public Works Director Dale McDowell
Municipal Court Clerk Valerie Carlson	Fire Chief Brian Alsbury

Mayor Balensifer requested to add item 5A noting that someone from the Oxford House is at the meeting to speak and answer any questions regarding the Oxford House. There were no objections.

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 2025.02.11
- B. Community Center Advisory Board Minutes 2024.11.20
- C. Marina Advisory Committee Minutes 2024.12.16
- D. Police Department Monthly Report January 2025
- E. OLCC License Application Battery 245

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

4. Commissioner Reports

Commissioner Sollaccio provided an update on Spruce up Warrenton and noted the upcoming Easter Egg Hunt. She also provided an update on the Clatsop Community Health Advocacy and Resource Team.

Commissioner Mitchell noted events he recently attended; VFW event giving quilts to thank veterans for their service, and the Town Hall with Senator Merkley and Congresswoman Bonamici.

Mayor Balensifer thanked Commissioner Mitchell for attending the Town Hall in his absence. He noted that while the town hall was happening, he was at the Oregon National Guard Association Conference. He noted he met two representatives from the federal reserve that were looking at economic conditions. He also met with Business Oregon.

5. Public Comment

Jeanne Edwards stated she was speaking for the David W Thomson revocable trust. She noted she is requesting an adjustment on her unpaid utility bill.

A. Oxford House Representative

Aaron Philps from the Oxford house spoke to the Commission. He provided a summary of what the Oxford house is. He discussed the new member packet and house rules. He noted they want to live peacefully in their neighborhood.

6. Public Hearings – None

7. Business Items

A. City of Warrenton Audit Report; Fiscal Year End 6.30.24 - Presentation:

Paul Neilson of Isler CPA presented the audit results for FYE 6.30.2024. He noted there were no significant finds, and that the city could last 170 days if they didn't receive any more money.

B. Consideration of Moorage Rates Update – Resolution No. 2700:

Harbormaster Jessica McDonald discussed an update to moorage rates as outlined in Resolution No. 2700. Commissioner Sollaccio asked if they did a rate comparison on other fees such as garbage; McDonald noted they did not do a full comparison due to raising the rates the past year. There was brief discussion on liveboards.

Motion:	Move to conduct the first reading, by title only, of Resolution No. 2700.				
Moved:	Dyer				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

Mayor Balensifer conducted the first reading, by title only, of Resolution No. 2700; Amending Marina Rates and Fees, Repealing Resolution No. 2645.

C. Consideration of Nuisance Declaration – 1275 SE King Street/SE 13th Street:

Code Compliance Officer Christian Salinas discussed a nuisance property at 1275 SE King Street. He noted progress has been made on the property since he informed the property owner of the property becoming a nuisance. The property owner and tenant were not present at the meeting. Salinas stated a notice of the meeting was hand delivered. There was brief discussion on how to proceed with declaring the property a nuisance and assessing fines. Moberg reviewed how nuisances were handled prior to having a code enforcement officer. The Mayor and Commissioners shared their thoughts on how to proceed. There was discussion on code requirements and steps staff need to take.

Motion:	Move to declare a property at 1275 SE King St/ SE 13 th St based on the findings and conclusions of staff report dated February 25, 2025, that it is a public nuisance.				
Moved:	Dyer				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

There was brief discussion on the fine. Moberg noted that this case will set a precedent for the code enforcement officer.

Motion:	Move to approve a two week period of abatement and that a fine of \$1000 be assessed and a court date be set for the nuisance on 1275 SE King St./ SE 13 th St.				
Moved:	Mitchell				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

There was discussion on reviewing the nuisance code. Mayor Balensifer asked Moberg if the commission could set a time with legal to review the nuisance code sometime after April.

D. Consideration of Two Trailer Mounted Pumps – Purchase Approval:

Interim Public Works Director Dale McDowell discussed the need for two diesel-driven pump machines to enhance the ability to perform water and sewer pumping operations in-house. He noted the pumps are approved in the CIP. There was brief discussion on pump stations and ensuring the pumps and generators have commonality.

Motion:	Move to approve the purchase of two Godwin Dri-Prime NC1505 Critically Silenced Diesel-Driven Pumps.
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Moved:	Mitchell				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

E. Consideration of Easements Approval for Water Main Extension:

McDowell discussed easements for Martin Nygaard’s extension project on vacant land near Dolphin Rd. He explained the easement, and note the easement started in 1995; he stated the water line is already at the property and that this is a housekeeping issue.

Motion:	Move to approve required easements for the previously installed Martin Nygaard watermain extension.				
Moved:	Sollaccio				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

Mayor Balensifer asked about the Hammond waterline project; McDowell noted that they will be going out to bid shortly and that there is grant money.

F. Consideration of Municipal Judge Contract Review:

Mayor Balensifer reviewed the Municipal Judge contract process. Moberg discussed the contract for the City’s Municipal Judge, noting the current judge has been in place since 2021.

Motion:	Move to authorize the City Manager to issue an RFP for a City Municipal Judge and make recommendations for updates to the contract terms.				
Moved:	Mitchell				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Dyer	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

8. Discussion items – None

9. Good of the Order

Commissioner Sollacio noted that the Food Web is at risk of closing if they do not receive currently frozen funds.

City Manager Esther Moberg thanked Interim Public Works Director Dale McDowell and noted the new Public Works Director will be starting in the beginning of March. Mayor Balensifer thanked him for all of the work he has done.

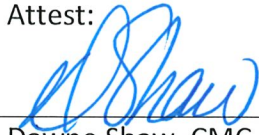
Mayor Balensifer asked if staff have been working on a water policy. Moberg responded.

10. Executive Session - None

11. Adjournment

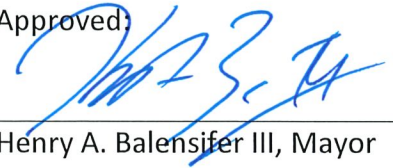
There being no further business, Mayor Balensifer adjourned the meeting at 7:24 pm.

Attest:



Dawne Shaw, CMC, City Recorder

Approved:



Henry A. Balensifer III, Mayor