



CITY COMMISSION OF THE CITY OF WARRENTON
REGULAR MEETING
March 22, 2016 – 6:00 P.M.
Warrenton City Commission Chambers – 225 South Main Avenue
Warrenton, Or 97146

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **COMMISSIONER COMMENTS/COMMUNICATIONS/AGENDA ADDITIONS**

Mayoral Proclamation – Child Abuse Prevention Month – April 2016

5. **CONSENT CALENDAR**

- A. Commission Regular Meeting Minutes – 3.08.16
- B. Commission Work Session Minutes – 3.08.16
- C. Warrenton Community Advisory Library Board – 3.11.16
- D. Fire Dept. Monthly Report – February 2016

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.

6. **BUSINESS ITEMS**

- A. Citizen Recognition
- B. Consideration of 2nd Reading of Ordinance No. 1201A – Prohibiting Attracting/Feeding Wildlife

7. **PUBLIC COMMENT**

At this time, anyone wishing to address the City Commission concerning items of interest not already on the Agenda may do so. The person addressing the Commission will, when recognized, give his or her name and address for the record. All remarks will be addressed to the whole City Commission and limited to 3 minutes per person. The Commission reserves the right to delay any action, if required, until such time as they are fully informed on a matter.

8. **EXECUTIVE SESSION**

9. **ADJOURNMENT**

Warrenton City Hall is accessible to the disabled. If special accommodation is needed, please notify the City Recorder at 503-861-0823, at least 48 hours in advance of the meeting so appropriate assistance can be provided. TDD Users: Please call Oregon Telecommunications relay service at 1-800-735-2900.

PROCLAMATION
CHILD ABUSE PREVENTION MONTH
April 2016

WHEREAS, every child is precious and deserves to grow up in a healthy, safe, nurturing environment free from the dangers and harmful effects of child abuse and neglect; and

WHEREAS, child abuse and neglect impacts our entire society and can cause traumatic psychological, emotional, and physical harm, resulting in long-term economic and societal costs; and

WHEREAS, child-focused prevention and intervention programs offer positive alternatives and outcomes for children and encourage families to develop strong, durable ties to their communities; and

WHEREAS, child abuse prevention succeeds through partnerships among parents, child-welfare agencies, mental and physical health care providers, schools, law enforcement agencies, churches, businesses and community members by fostering loving supportive and violence-free homes; and

WHEREAS, all citizens need to be more aware of the effects of child abuse, neglect, and prevention in order to encourage healthy parenting in healthy communities;

NOW, THEREFORE, I, Mark Kujala, Mayor of Warrenton, Oregon, do hereby declare the month of April, 2016, as **Child Abuse Prevention Month** in the City of Warrenton, Oregon, and I do urge everyone to join in this observance.

IN WITNESS WHEREOF, I have here unto set my hand and caused to be affixed the Seal of the City of Warrenton, Oregon to be affixed this 22nd day of March, 2016.

APPROVED

Mark Kujala, Mayor

ATTEST

Linda Engbretson, City Recorder

MINUTES

5 - A

Warrenton City Commission
Regular Meeting - March 8, 2016

6:00 p.m.

Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, Or 97146

Mayor Mark Kujala called the meeting to order at 6:05 p.m., then led the public in the Pledge of Allegiance.

Commissioners Present: Tom Dyer, Rick Newton, Henry Balensifer, Pam Ackley, Mayor Mark Kujala

Staff Present: City Manager Kurt Fritsch, City Attorney Harold Snow, City Recorder Linda Engbretson, Police Chief Mathew Workman, Interim Public Works Director Ed Wegner, Public Works Foreman Craig Walter, Wastewater Treatment Plant Superintendent Kyle Sharpsteen, Fire Chief Tim Demers.

COMMISSIONER COMMENTS

Commissioner Ackley - the NW Regional ESD will be conducting clinics for early childhood health and education screening. The dates are April 13 and 19 at Astor Elementary and the Seaside Convention Center.

Commissioner Balensifer - he and the City Manager attended the Clatsop Housing meeting with Clatsop Economic Development Resources (CEDR). He said the City Manager can report more details. LEKTRO submitted a letter of support for Life Flight Networks - Connect Oregon Grants - and after the first round of review it has received a Tier 1 rating, which means "Do Fund." There are more review steps, but it's a good sign they will move forward. Commissioner Balensifer stated another project supported, also at the airport, also received a Tier 1 rating. This is good news for business development in the community.

Commissioner Newton - stated he was thankful to get the Hearing Officer's LNG response and glad it has finally been received, a lot of people have been waiting.

Mayor Kujala - the Commission will likely receive an appeal on the OLNG decisions. He stated the Commission wishes to remain neutral and unbiased, and will not be engaging in comments prior to the appeal(s).

City Recorder Engbretson - the League of Oregon Cities Annual Conference information is in this month's LOC Bulletin. The conference is scheduled for September 29 - October 1 in Salem. Room reservations at the conference hotel open July 1, and she requested notification from those planning on attending prior to that date.

City Manager Fritsch - requested a short executive session on litigation at the end of the meeting. Reported the legislature did pass the package for \$3 million in lottery funds to make the improvements needed to rebuild Pacific Coast Seafood. There is another \$1 million from the Governor's Office. It's really good news that this major employer is coming back to Warrenton. He then reported on the housing meeting at CEDR. He stated he hoped that the discussion at the meeting will steer the program to address the housing shortage, not just affordable housing.

CONSENT CALENDAR

- A. City Commission Regular Meeting Minutes - 2.23.16
- B. City Commission Work Session Meeting Minutes - 2.23.16
- C. City of Warrenton Monthly Finance Report - January 2016
- D. Warrenton Community Center Minutes - Annual Meeting/Quarterly Meeting - January '16
- E. Liquor License Application - Super Mart #10 - Lovekesh Kumar

Commissioner Henry Balensifer made the motion to accept the Consent Calendar as presented. Motion was seconded and passed unanimously.

Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.

BUSINESS

Mayor Mark Kujala opened the public hearing on the proposed street vacation of a portion of 3rd Street (formerly 8th Street) in the Plat of The Concourse (near SE Galena). Formalities followed and no conflicts of interest or ex parte contacts were reported. The Commission initiated this vacation at its February 9 meeting, seeing no reason why the 10 ft portion of the south end of 3rd Street (formerly 8th St) should not be vacated. Mayor Kujala opened the floor to proponents. Carrie Dorning, 296 Galena Avenue, property owner on both sides of the proposed vacation area, said they would like the vacation in order to build a shop on their property. It was noted that the street vacation passed in 1952 vacated the portion of the street where the Dorning's house is located but for some unknown reason the 10 ft. portion was excluded from the original vacation. There were no opponents. Mayor Kujala closed the hearing. Staff presented the ordinance to vacate for first reading.

Commissioner Pam Ackley made the motion to conduct the first reading of Ordinance No. 1201A by title only. Motion was seconded and passed unanimously.

Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.

Mayor Mark Kujala conducted the first reading by title of Ordinance No. 1201A; *Vacating a Portion of 8th Street in the Plat of the Concourse City of Warrenton, County of Clatsop, State of Oregon.*

Mayor Mark Kujala opened the public hearing for consideration of a supplemental budget to adjust the Quincy Robinson Fund for fiscal year ending June 30, 2016. Formalities followed and no conflicts of interest or ex parte contacts were reported. Interim Public Works Director Ed Wegner explained the budget adjustment is needed to amend the current budget to allow for additional spending authority in capital outlay using contingency in the Quincy Robinson Trust Fund in the amount of \$15,000. He explained that funds were budgeted this year for playground improvements at the soccer fields; however, unexpected additional work needed at the Quincy Park was not completed in FY 2014-2015 but was completed this fiscal year causing a shortage of funds available for the improvements at the soccer field. Mayor Kujala asked for public comments. No one spoke in favor or against the proposed supplemental budget. Mayor Kujala closed the public hearing.

Commissioner Henry Balensifer made the motion to adopt Resolution No. 2457; *Approving and Adopting a Supplemental Budget for the transfer of \$15,000 in the Quincy Robinson Fund Contingency to Capital Outlay.* Motion was seconded and passed unanimously.

Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.

An ordinance prohibiting the attracting and feeding of wildlife was presented at the Commission's February 23 meeting for first reading.

Commissioner Henry Balensifer made the motion to conduct the second reading by title of Ordinance No. 1200A. Motion was seconded and passed unanimously.

Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.

Mayor Mark Kujala conducted the second reading by title of Ordinance No. 1200A; *Amending Title 6 of the Warrenton Municipal Code, Adding Chapter 6.09 - Prohibiting the Attracting or Feeding of Wildlife.*

Commissioner Henry Balensifer made the motion to adopt Ordinance No. 1200A. Motion was seconded and passed unanimously.

Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.

City Manager Fritsch explained that the IRS reviews the 401 retirement program every six years. Since the City has an ICMA 401A Plan, ICMA has updated the plan documents to meet IRS requirements and a new adoption agreement is required.

Commissioner Henry Balensifer made the motion to adopt the restated ICMA 401A Plan Document as required by the IRS and ICMA and authorize the Mayor's signature on the Governmental Money Purchase Plan & Trust Adoption Agreement. Motion was seconded and passed unanimously.

Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.

PUBLIC COMMENT

David Zunkle, 1236 SW Pine Drive, explained he will be traveling and won't be available to comment during the OLNG appeal period. Legal Counsel noted that as an appeal has not yet been filed, Mr. Zunkle could comment. Mr. Zunkle said the Hearing Officer's decision on the OLNG project is an important decision against OLNG. Mr. Zunkle stated he is against the OLNG project.

At 6:33 p.m., there being no further business, Mayor Kujala adjourned the regular meeting and announced that the Commission would meet in an executive session, under the 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.* He stated the Commission would not re-open the regular session to take action on the item discussed during the executive session.

APPROVED

Mark Kujala, Mayor

ATTEST

Linda Engbretson, CMC
City Recorder

MINUTES
WARRENTON CITY COMMISSION
WORK SESSION - March 8, 2016

5 - B

5:30 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Mark Kujala convened the session at 5:30 p.m.

Commissioners Present: Pam Ackley, Henry Balensifer, Tom Dyer, Rick Newton, Mayor Mark Kujala.

Staff Present: City Manager Kurt Fritsch, City Attorney Harold Snow, City Recorder Linda Engbretson, Fire Chief Tim Demers, Community Development Director Skip Urling, Wastewater Treatment Operator Kyle Sharpsteen, Police Chief Mathew Workman, Interim Public Works Director Ed Wegner.

Commissioners reviewed their adopted 2015 goals. Mayor Kujala asked whether the Commission would like to broaden the Levee Improvements goal - include storm water management, tide gate replacement, etc. Commissioner Balensifer said he would like to identify some specific short-term goals that could be accomplished in the year. After more discussion, City Manager Fritsch suggested reaching out to the public for community input. The Commission agreed that would be beneficial. Discussion followed on reaching out through the media, website, and perhaps a mailer. City Manager Fritsch will put something together to put out to the public. Another goal setting session can be set for a month or so.

There being no further discussion, Mayor Kujala closed the work session at 5:58 p.m.

APPROVED

Mark Kujala, Mayor

ATTEST

Linda Engbretson, CMC, City Recorder

5 - C

MINUTES FOR THE WARRENTON COMMUNITY ADVISORY LIBRARY BOARD FOR 11 MARCH 2016

The meeting of the Warrenton Community Library (WCL) Advisory Board was called to order by Judy Sivley at 10:00 a.m.

In attendance were Kelsey Balensifer, Baret Becker-Murphy, Jill Benish, Rochelle Coulombe, Natalie Duggan, Doug Rich, Judy Sivley and our Site Manager, Nettie-Lee Calog.

With necessary flexibility the Advisory Board will meet once each quarter on Fridays at 10:00 a.m. Our next meeting date will be on 10 June 2016.

Kelsey reported that no action has yet been taken by the Warrenton City Commission to change Ordinance 921-A to conform to our present situation.

Rochelle gave a brief update on possible sources of grants for our library in the future.

Nettie-Lee was asked to share with the Board some of her goals for the new year:

- Source of funds to reward WCL volunteers and to pay for fundraising shows. She wondered if the Board could be of some help in raising money and recruiting volunteer workers.
- Design, construction and cost of a float for WCL to enter in the 4th of July parade.
- Financial and personnel assistance in running the Summer Reading Program.

Nettie-Lee gave a brief update on WCL's yearly budget and she also gave a statistical report on WCL usage, but neither is yet in print. She did state her preference that the money from Friends of the Warrenton Library (FOWL) be spent on purchasing and installing a stand-alone bungalow at the rear of the present library building.

Our newest board member—Baret Becker-Murphy—was introduced along with her husband, and she and Nettie explained in detail both how donated books are sold on the internet and how the book sale on April 16, 2016 would be organized; there was discussion about the hours of the sale and it was decided that it would be held from 10 a.m. to 4 p.m. WCL cloth bags will be sold for \$16.00 with a coupon that allows the purchaser to fill the bag with sale books at no additional cost. The books for sale will be organized and stored at Baret's home. Baret also suggested WCL begin to apply cellophane covers for each of the library's books that has a paper jacket; if WCL pays for the cover, Baret volunteered to do some of the covering in her home.

Three members from FOWL—Kathi Merritt, Diane Collier and Jan Gannaway—presented their recommendation about how remaining FOWL funds should be distributed, now that the group has ceased to exist. Briefly stated:

- \$50,000 would be invested in the Oregon Community Foundation at about 4.5% interest; 60% of the interest of approximately \$2,500 would be distributed for direct use by the Board for library expenses, and the remaining 40% would be placed in a city account to be used either to relocate the library or to construct a new building in the future.
- The balance of approximately \$3,600 would be used directly for WCL expenses.

It was moved, seconded and unanimously approved to accept this recommendation with thanks to members of the Friends who have worked so diligently over the past many years.

The Board moved, seconded and approved the meeting be adjourned at 11:15 a.m.

Our next meeting will be held at the Library on Friday, 10 June 2016, at 10:00 a.m.

Respectfully submitted,

Doug Rich, Secretary



Warrenton Fire Department

P.O. Box 250 Warrenton, OR 97146-0250 503/861-2494 Fax 503/861-2351

5-D

STAFF REPORT

Date: March 22, 2016
To: The Members of the Warrenton City Commission
Mr. Kurt Fritsch, City Manager
From: Tim Demers, Fire Chief
Re: Fire Department Activity Report for **February, 2016**

February, 2016 Emergency Response Activity -

The Warrenton Fire Department responded to 84 emergency calls during the month of February, 2016. The department responded to 74 EMS (emergency medical service) calls, 4 motor vehicle crashes, and 3 service calls. There were three (3) reportable fires during the month. Service calls include alarm activations with no fire, false alarms, hazardous conditions, good intent calls, public assists, etc. An average of 5 volunteers responded per call throughout the month. During the month of February, 73.8%, or 62 of the calls were during daytime hours between 6:00 a.m. and 6:00 p.m. The other 22 calls, or 26.2%, were during the night, between the hours of 6:00 p.m. and 6:00 a.m.

February, 2016 Training –

The department held 4 regularly scheduled Wednesday evening training sessions during the month of February, with an average attendance of 15 volunteers per drill. The department offered 9 additional training sessions during the month of February.

3rd EMS – Coronary artery disease

Instructor: Chris Peck

EMS – Bloodborne pathogen training (make-up)

Instructor: Capt. Shepherd

Recruit Firefighter – Orientation, @ CCC

Instructor: Paul Gascoingne, AFD

10th Officer development training

Instructor: Capt. Shepherd

“No Officer” drill

Instructors: Senior Firefighters

Recruit Firefighter – Safety, @ CCC

Instructor – Ted Ames, AFD

17th Building search & victim removal

Instructors: Company Officers

FF I – Building construction

Instructor: Capt. Shepherd

24th Engine company district familiarization

Instructors: Company Officers

FF I – Building construction

Instructor: Capt. Shepherd

Recruit Firefighter – Communications, @ CCC

Instructor: Ted Ames, AFD

FEBRUARY 2016
WARRENTON FIRE DEPARTMENT
ACTIVITY REPORT

TOTAL EMERGENCY CALLS: 84

EMS CALLS: 74

FIRE CALLS: 3

M V C s: 4

SERVICE CALLS: 3

AVERAGE # OF VOLUNTEERS PER CALL - TOTAL: 5

AVERAGE # OF VOLUNTEERS PER EMS CALL: 5

AVERAGE # OF VOLUNTEERS PER FIRE CALL: 10

AVERAGE # OF VOLUNTEERS PER MVC: 6

AVERAGE # OF VOLUNTEERS PER SERVICE CALL: 5

DRILLS

REGULAR WEDNESDAY DRILLS: 4

SPECIAL DRILLS: 9

AVERAGE # OF VOLUNTEERS PER DRILL - TOTAL: 7

AVERAGE # OF VOLUNTEERS PER REGULAR DRILL: 15

AVERAGE # OF VOLUNTEERS PER SPECIAL DRILL: 4

CALLS BETWEEN 06:00 AND 18:00 - 62 73.8%

CALLS BETWEEN 18:00 AND 06:00 - 22 26.2%

"Making a difference through excellence of service"



CITY OF WARRENTON

6-A

AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Mathew J. Workman, Chief of Police
DATE: March 22, 2016
SUBJ: Citizen Recognitions

SUMMARY

The Warrenton Police Department mission statement mentions citizen partnerships. Part of this partnership is the recognition of citizens for their efforts to help others in a time of need, tragedy, or during the commission of a crime. To this end the WPD would like to recognize four citizens for their efforts in two separate incidents which occurred in Warrenton. The two incidents are very different but share the commonality of everyday citizens stepping up to protect those who they do not know. The following citizens will be recognized:

- John Meiners
- Beth Rowley
- Ryan Smith
- Chris Mayer

RECOMMENDATION/SUGGESTED MOTION

N/A.

ALTERNATIVE

N/A.

FISCAL IMPACT

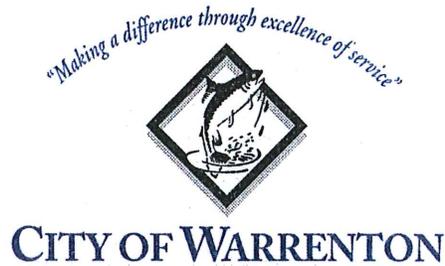
None.

ATTACHMENTS:

N/A

Approved by City Manager: _____

All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.



AGENDA MEMORANDUM

TO: The Warrenton City Commission

FROM: Linda Engbretson, CMC, City Recorder/Asst. to the City Manager

DATE: March 22, 2016

SUBJ: Ordinance No. 1201A; Vacating a Portion of 8th Street in the Plat of
The Concourse City of Warrenton, County of Clatsop, State of
Oregon

SUMMARY

After holding a public hearing on the proposed street vacation, the Commission conducted the first reading by title of Ordinance No. 1201A during its March 8, 2016, meeting. The ordinance is presented for consideration of second reading and adoption.

RECOMMENDATION/SUGGESTED MOTION

"I move to conduct the second reading by title only of Ordinance No. 1201A."

Title: *"Ordinance No. 1201A; Vacating a Portion of 8th Street in the Plat of
The Concourse City of Warrenton, County of Clatsop, State of Oregon*

"I move to adopt Ordinance No. 1201A."

ALTERNATIVE

N/A

FISCAL IMPACT

N/A

Approved by City Manager:

A handwritten signature in blue ink, appearing to read "Brent L. Smith", is written over a horizontal line.

All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.

ORDINANCE NO. 1201-A

INTRODUCED BY COMMISSIONER: _____

VACATING A PORTION OF 8TH STREET IN THE PLAT OF THE CONCOURSE
CITY OF WARRENTON, COUNTY OF CLATSOP, STATE OF OREGON

WHEREAS, The Warrenton City Commission deems it to be in the best interest of the City to vacate a portion of 8th Street in the plat of The Concourse in the City of Warrenton, County of Clatsop, State of Oregon; and

WHEREAS, the Warrenton City Commission initiated this Street Vacation on its own motion as prescribed in ORS 271.130 on February 9, 2016, and set the date for a Public Hearing for March 8, 2016, causing Public Notice of Vacation as required by ORS 271.110; and

WHEREAS, having held the Public Hearing was held at the hour of 6:00 p.m. on March 8, 2016, in the Commission's Chambers at Warrenton City Hall and finding that the public interest will not be prejudiced by the vacation;

NOW, THEREFORE, the City of Warrenton ordains as follows:

Section 1. The south 10 feet of 8th Street in the City of Warrenton, Clatsop County, State of Oregon, described below is hereby vacated:

That portion of the south ten feet of 8th Street located between the northerly projection of the east boundary of Lot 1 and the northerly projection of the west boundary of Lot 2, Block 8, in the plat of The Concourse, City of Warrenton, Clatsop County, State of Oregon, is hereby vacated. Nothing contained herein shall cause or require the removal or obstruction of any drainage ditch, abandonment of any sewer, water main conduit, utility line, pole or any other thing used or intended to be used for any public service.

Section 2. The City Recorder of the City of Warrenton is hereby ordered to file with the clerk, the assessor, and the surveyor of Clatsop County, a certified copy of this ordinance.

Section 3. This ordinance will take effect 30 days after its adoption by the Warrenton City Commission.

First Reading: March 8, 2016
Second Reading: March 22, 2016

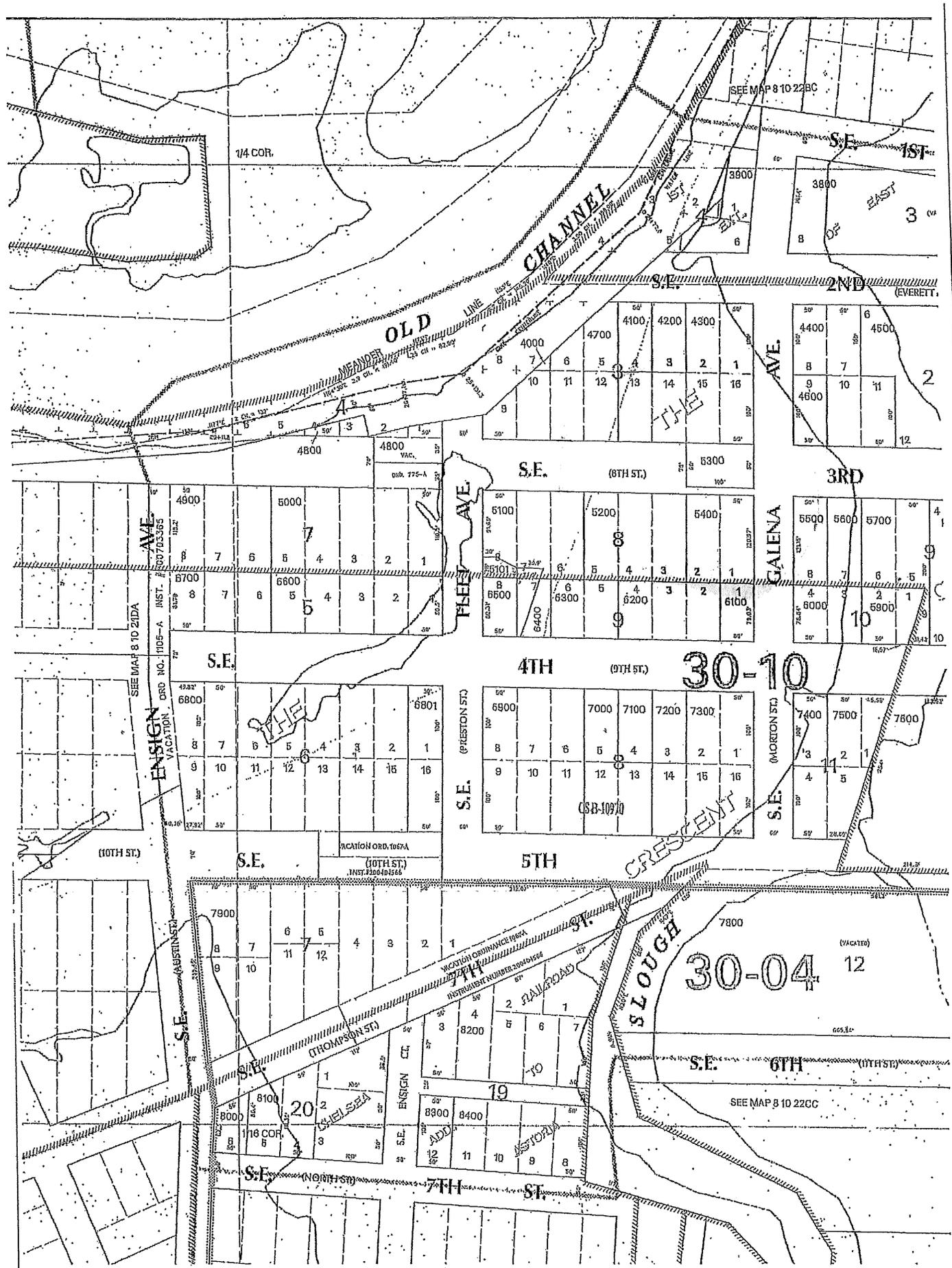
Adopted by the City Commission of the City of Warrenton, Oregon this 22nd day of March 2016.

APPROVED:

Mayor Mark Kujala

ATTEST:

Linda Engbretson, CMC, City Recorder



SEE MAP 8 TO 22BC

S.E. 1ST

3800 EAST 3

2ND (EVERETT)

OLD CHANNEL

4000 4100 4200 4300
8 7 6 5 4 3 2 1
10 11 12 13 14 15 16

4400 4500
8 7
9 10 11
4600

S.E. (8TH ST.) 5300

3RD

4900 5000 5600
7 6 5 4 3 2 1
8 7 6 5 4 3 2

FLEET AVE.

6100 5200 5400
8 7 6 5 4 3 2 1
9 8 7 6 5 4 3 2 1
6500 6300 6200 6100

GALENA

5500 5600 5700
8 7 6 5 4
9 8 7 6 5 4 3 2 1
6000 5900

4900 5000 5600
8 7 6 5 4 3 2 1
9 10 11 12 13 14 15 16

4TH (9TH ST.)

30-10

6900 7000 7100 7200 7300
8 7 6 5 4 3 2 1
9 10 11 12 13 14 15 16
CSB-10970

7400 7500 7600
8 7 6 5 4
9 8 7 6 5 4 3 2 1

7800
8 7 6 5 4 3 2 1
9 10 11 12 13 14 15 16

5TH

CRESCENT

30-04

7800
8 7 6 5 4 3 2 1
9 10 11 12 13 14 15 16

8200
8 7 6 5 4 3 2 1
9 10 11 12 13 14 15 16

7800 (VACATED) 12

S.E. 6TH (11TH ST.)

SEE MAP 8 TO 22CC

8100 8000
8 7 6 5 4 3 2 1
9 10 11 12 13 14 15 16

8300 8400
8 7 6 5 4 3 2 1
9 10 11 12 13 14 15 16

7TH ST.

8TH ST.