



City of Warrenton City Commission

Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Tuesday, April 14, 2026

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

Commission Members	Present	Excused
Gerald Poe		X
Jessica Sollaccio	X	
Mike Moha	X	
Paul Mitchell	X	
Henry A. Balensifer III, Mayor	X	

Staff Members Present	
City Manager Esther Moberg	City Recorder Hanna Bentley
Police Chief Mathew Workman	Public Works Director Kevin Gorman
Finance Director Jessica Barrett	

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 requested to add agenda item 7G. Consideration of 1st & Main Ave. Road Closure. There were no objections.

- A. City Commission Meeting Minutes 2026.03.24
- B. Vero Fiber Franchise Agreement

There was brief discussion on the Vero Fiber Franchise Agreement.

Motion:	Move to approve the consent calendar as presented.				
Moved:	Sollaccio				
Seconded:	Moha	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Moha	X			
	Mitchell		X		
	Balensifer	X			
Passed:	3/1				

4. Commissioner Reports

Commissioner Sollaccio noted she attended the recent Clatsop Economic Development Resource Group meeting on a newly formed council at the State called the Governor’s Prosperity Council (GPC). Sollaccio noted upcoming Earth Day events.

Mayor Balensifer discussed meeting the executive director of the GPC. Mayor Balensifer noted he will be meeting with the Small Business Association this coming week to discuss national floodplain insurance.

5. Public Comment & Correspondence

One correspondence was brought forth to the commission by Carey Johnson. At 6:09pm, the commission took a two-minute at ease to read the letter. The commission was reconvened at 6:11pm.

Motion:	Move the correspondence onto the table.				
Moved:	Sollaccio				
Seconded:	Mitchell	Aye	Nay	Abstain	Recused
Vote:	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

The correspondence was discussed as agenda item 7H. Constituent Request.

6. Public Hearing

A. Draft Findings of the GC/CM Process

Mayor Balensifer opened the public hearing on the Draft Findings of the GC/CM Process. Formalities followed. No conflicts of interest regarding ex parte contact were reported. City Manager Esther Moberg reviewed the staff report.

Mayor Balensifer asked for public comments. No one spoke in favor, opposition or neutral. There being no further comments, Mayor Balensifer closed the public testimony portion of the hearing.

Mayor Balensifer asked for additional commissioner comments. There was brief discussion on the reduction of project time and cost associated with the CM/GC process.

Motion:	Move to approve the findings for an exemption from competitive bidding and authorize the utilization of the Construction Manager/General Contractor (CM/GC) alternative contracting method for the City of Warrenton Wastewater System Improvements Project.				
Moved:	Mitchell				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused

	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

7. Business Items

- A. Resolution No. 2728 - Approving Increases and Decreases to the 2025-2026 Budget by Making an Intrafund Transfer of Appropriations.

Finance Director Jessica Barrett presented her staff report. There was brief discussion on future budget projections for the sanitation fund.

Motion:	Move to adopt Resolution 2728; Approving Increases and Decreases to the 2025-2026 Budget by Making an Intrafund Transfer of Appropriations				
Moved:	Moha				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

- B. Consideration of New Wastewater Treatment Plant Design

City Manager Moberg reviewed the WWTP design options between a sequence batch reactor design (SBR) or a membrane bioreactor (MBR) design. Mayor Balensifer called for a five-minute recess at 6:25pm to review technical difficulties. The meeting was reconvened at 6:30pm.

There was brief discussion with Mike Pinney, Senior Environmental Engineer, (on Zoom) at the Oregon Department of Environmental Quality (DEQ).

Mayor Balensifer stated, "So, um, one of the question I have for DEQ was part of our problem has been the changing nature of, um, treatment requirements, for our treatment plant which has changed our capacity, um, and if we go with an SBR versus an MBR plant, a sequencing batch reactor, um, my understanding is that there's been talk of DEQ potentially exploring the requirement of municipalities to treat pharmaceuticals, um, or other type of things. Um, and that is something only an MBR could do, and we'd really like to know if, because of cost, we end up with an SBR, is DEQ likely to then force compliance where ten years down the road, or even five years down the road, we're looking at an obsolete sewer treatment plant?"

Pinney stated, "I doubt it. That would be very unlikely. I've not heard about pharmaceutical treatment and the possibility of other class three [*indecipherable*], that would be very difficult as well. Imagine Portland trying to treat that I mean everyone would have to go to

MBR and that would be unlikely. It's a great way to treat water but it's not the only way to treat water."

Mayor Balensifer asked for any additional questions from the commission at this time in there were none

Mayor Balensifer stated, "Um, the other questions I have are related to you've, um, I believe our City Manager has talked to you about our sewer treatment plant and what it's, um, design, ah, considerations are. Um, what is your opinion on the design considerations – at least from DEQ's standpoint?"

Pinney asked, "Uh, do you mean the capability of the SBR to the treat water or?"

Mayor Balensifer stated, "Uh, you know our biggest concerns is, we've been told that MBR is basically the way that the future's going and if we don't do it, we might end up back in this position. And I know you already kind of clarified that but, um, we're just looking to see if, if we do go with an SBR, um, knowing that we have requirements in place of pre-treatment of industrial users, um, but the potential for additional, maybe fish processors or other type of manufacturing processes going into our city, an SBR a, uh, a dicey choice moving forward?"

Pinney stated, "You have the advantage of discharging into the Columbia River, which is very large and very big. You are not a major contributor to that river, um, and there is lots of mixing, lots of opportunities. It would be unlikely for anything you put out to be toxic. Uh, a smaller WWTP that goes to a small river, they would have a lot more, you know, potential problems. Um, ammonia is the only thing I see that might be a problem in the future, but, ah, here SBR can be arranged to take care of ammonia. Um, we have changed the bacteria requirements a couple of times because of shellfish, uh, and I think that you're already dealing with that. So, that won't be anything new. Your pre-treatment is key. You know, so you don't want people, uh, putting stuff in the water that you're not going to not be able to treat and unfairly burden the city with, uh, with, ah, somebody else's, you know, waste. Uh, so, I think with the Columbia [*indecipherable*], with the Columbia River, you're in good hands with a SBR."

Andrew Dow with KJ noted he had nothing to add.

Mayor Balensifer requested Pinney's comments be entered into the record verbatim. There was unanimous consent.

Brief discussion followed capacity projections for the SBR design and possibility of septage.

Motion:	Move to approve a SBR treatment plant design.				
Moved:	Mitchell				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Moha	X			
	Mitchell	X			

	Balensifer	X			
Passed:	4/0				

C. Consideration for Contract Amendment - Raw Water Dam Certification

Public Works Director Kevin Gorman reviewed the contract amendment to increase the total contract amount in order to evaluate alternative storage designs. Brief discussion followed.

Motion:	Move to approve Contract Change Order No. 1 with Consor North America, Inc. in the amount of \$42,310, increasing the total contract amount to \$197,127 for the Evaluation of Raw Water Storage Alternatives and Dam Certification.				
Moved:	Sollaccio				
Seconded:	Moha	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

D. Consideration for Contract Amendment - RP 3-4 Design Contract

Gorman reviewed staff report to begin the construction phase for the raw water line replacements.

Motion:	Move to approve Change Order No.1 of Task Order No. 1 in the Consor contract.				
Moved:	Sollaccio				
Seconded:	Moha	Aye	Nay	Abstain	Recused
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

E. Consideration for Request for Qualifications - Alder Creek Study

Gorman reviewed the staff report and noted this is a current Capital Improvement Program project.

Motion:	Move to approve a Request for Qualifications for the Alder Creek Drainage Assessment.				
Moved:	Moha				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			

	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

F. Amendment KJ services agreement CM/GC procurement

Moberg reviewed the amendment to the contract with Kennedy Jenks that would implement the CM/GC process. Brief discussion followed on overseeing the bidding process.

Motion:	Move to approve the CM/GC amendment to the Kennedy Jenks services contract.				
Moved:	Sollaccio				
Seconded:	Moha	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	4/0				

G. Consideration of 1st & Main Ave. Road Closure

Commissioner Sollaccio noted that she is a property owner and that she is recusing herself as it is a conflict of interest. Moberg reviewed the request for street closure.

Motion:	Move to approve the road closures on April 20 th and April 27 th as shown.				
Moved:	Mitchell				
Seconded:	Moha	Aye	Nay	Abstain	Recused
	Sollaccio				X
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	3/0				

H. Constituent Request

Mayor Balensifer reviewed the request and asked staff to note if any violations exist; Moberg responded, stating that enforcement would not happen at this time as we do not currently have a City Planner or Code Enforcement Officer, and that once that new planner starts, they will review the sign code. Brief discussion on the code followed.

- 8. Discussion Items
- 9. Good of the Order

Commissioner Sollaccio asked the Public Works Director to provide an update on the Quincy Robinson Park improvements; Gorman responded. She also noted upcoming events; the first is a ballot forum with the Warrenton Public Speaking group on April 17th, second is a training with Oregon Department of Emergency Management (ODEM) on April 21st, and lastly, a childcare grant information session with Clatsop County representatives on April 21st.

Commissioner Mitchell noted his attendance at the recent Columbia Bank open house event.

City Manager Moberg shared the recent approval of equipment grants from ODEM. She also noted that the "Hot Dog Bill" (HB 4161) did pass.

City Recorder Hanna Bentley noted that city offices will be closed from 8:30am – 9:30am on April 23rd for an all-staff meeting.

Mayor Balensifer noted his attendance at the Columbia Bank event. Mayor Balensifer asked the Public Works Director about a potential beach volleyball court in Officer's Row Park; Gorman responded. Mayor Balensifer shared concerns of community members paying for pre-application meetings in which staff have not been showing up to; Moberg responded noting that an expectation with staff will be set to attend all pre-app meetings moving forward. Additionally, previous meetings were scheduled when staff had other commitments and, in the future, when scheduling these meetings, they will be pushed further out to accommodate all schedules.

10. Executive Session

11. Adjournment

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

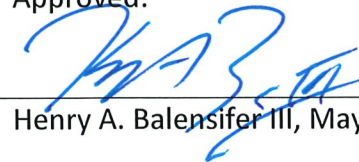
Respectfully prepared and submitted by Stepha Kvokov, Deputy City Recorder.

Attest:



Hanna Bentley, City Recorder

Approved:



Henry A. Balensifer III, Mayor