

Councilmembers

Position No.

- 1. Tod Gunther
- 2. John Kelly
- 3. Michelle Gehring
- 4. Dave Harman
- 5. Nicola McDonald
- 6. Greg Hogan
- 7. Scott Drennen



Orting City Council

Regular Business Meeting Agenda
 Orting Multi-Purpose Center
 202 Washington Ave. S,
 Orting, WA
 January 31, 2018
 7 p.m.

Mayor Joshua Penner, Chair

1. **CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL.
REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA.**
2. **PRESENTATION**
Puget Sound Veterans Hope Center- Veterans Village.
3. **PUBLIC COMMENTS:** *Persons wishing to address the City Council regarding items that are not on the agenda are encouraged to do so at this time. In the case of a question, the chair will refer the matter to the appropriate administrative staff member or committee.*
4. **CONSENT AGENDA**
 - Minutes of January 10, 2018
 - Payroll and Claims Warrants

Motion: *Move to approve Consent Agenda as prepared.*
5. **COMMITTEE AND COUNCIL STANDING REPORTS**
 - Emergency Preparedness- **CM Drennen**
 - Transportation- **CM McDonald/CM Gunther**
 - Miscellaneous Activity Reports.
6. **OLD BUSINESS**
 - A. **Discussion- City Hall/Public Safety Building-Schematic Design**
 - **Mark Bethune**
 - B. **AB18-08- Council Committee Assignments**
 - **DM Harman**

Motion: *To approve Council Committee assignments as presented.*
7. **NEW BUSINESS**
 - A. **AB18-09-Civil Service-Ordinance No. 2018-1021 An Ordinance Of The City Of Orting, Washington, Amending Orting Municipal Code Title 2, Chapter 2, Section 3, Pertaining To Police Civil Service Commission Secretary;**
 - B. **Mark Bethune**

Motion: *To Adopt Ordinance No. 2018-1021, an Ordinance of the City Of Orting, Washington, Amending Orting Municipal Code Title 2, Chapter 2, Section 3, Pertaining To Police Civil Service Commission Secretary.*
 - B. **AB18-10- Appointment of Planning Commissioner.**
 - **Mayor Penner**

Motion: *To confirm the Mayor's appointment of Chris Hopfauf to the position of Planning Commissioner.*

C. Discussion- Council Retreat/Goal Setting

8. EXECUTIVE SESSION

9. ADJOURNMENT

Motion: *Move to Adjourn.*

Upcoming Meeting:

Next Regular Meeting: February 14TH, 2018 (MPC)

COUNCILMEMBERS

Position No.

1. Tod Gunther
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ORTING CITY COUNCIL

Regular Business Meeting Minutes
Orting Multi-Purpose Center
202 Washington Ave. S, Orting, WA
January 10th, 2018
7 p.m.

Mayor Joshua Penner, Chair

1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL.

Mayor Penner called the meeting to order at 7:00pm in the Multipurpose Center.

Councilmember Gehring led the Pledge of Allegiance.

Councilmembers Present: Deputy Mayor Dave Harman, Councilmembers, Tod Gunther, Michelle Gehring, John Kelly, Scott Drennen, and Nicola McDonald.

Staff Present: Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Scott Larson, Treasurer, JC Hungerford, Engineer, Charlotte Archer, City Attorney.

REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA.

None.

2. INTRODUCTION OF NEW EMPLOYEE- BRITTAN JONES

Dean Kaelin, Public Works Director, briefed the City Council on new hire to the Public Works Department, Brittan Jones. Councilmembers were provided Mr. Jones's resume. Mr. Jones expressed appreciation for the opportunity to for the City.

3. PUBLIC COMMENTS

Chris Hopfauf

Mr. Hopfauf talked about city employees and thanked Dean Kaelin for his service to the City. Mr. Kaelin is retiring at the end of the week.

Doug Bishop

Mr. Bishop announced that tomorrow the 11th of January at 8:30am, the Orting Emergency Evacuation Bridge Committee (OEEBC) will be meeting with JT Wilcox. They continue to pursue funding for the bridge project.

Greg Slaughter

Mr. Slaughter, representative of the Haven informed the City Council that Pierce County had given the Haven grant funds, and he thanked the City for awarding them a grant for 2018.

4. AB18-01- Interviews for Councilmember Position #6

- *Deputy Mayor Harman*

1. Interviews

Candidates drew a card for the order to be interviewed. Deputy Mayor Harman briefed on the process and the candidates were interviewed in the following order:

1. Chris Hopfauf, 2. Erica Bartholomew, 3. Doug Bishop, 4. Greg Hogan, 5. Jeff Craig.

2. Executive Session- Mayor Penner announced that there would be an Executive Session To Evaluate The Qualifications of a Candidate For Appointment To Elective Office As Authorized By RCW 42.30.110(H)., It will be for 15 minutes and action is anticipated after returning to open session.

Mayor Penner recessed the meeting for a brief break prior to the Executive Session at 8:11pm. Mayor Penner reconvened the meeting at 8:16pm and recessed to Executive for 15 minutes. 8:31pm extended for 5 minutes. 8:36pm extended for 5 minutes

3. Reconvene the Council Meeting.

Mayor Penner reconvened the meeting at 8:41pm. Deputy Mayor Harman thanked the 5 candidates for participating in the interview process for Council Position #6. Council asked for a brief break. Mayor Penner recessed the meeting at 8:46pm. Mayor Penner called the meeting back to order at 8:58pm.

4. Appointment of Councilmember.

Mayor Penner stated he would entertain any motions.

Councilmember Gehring made a motion To Appoint Greg Hogan to Council Position #6. Councilmember McDonald second. A roll call vote was taken with the following results:

*CM Gunther- No, CM Kelly- Yes, CM Gehring- Yes, DM Harman- Yes, CM McDonald- Yes
CM Drennen- No. Motion carried (4-0)*

Greg Hogan then took his seat at the dais for the remainder of the meeting.

5. CONSENT AGENDA

- Minutes of December 13th, 2017
- Payroll and Claims Warrants

Councilmember Gehring Moved to approve Consent Agenda as prepared. Second by Councilmember Kelly. Motion passed (7-0).

6. COMMITTEE AND COUNCIL STANDING REPORTS

Finance

Councilmember Gehring reported on the meeting of January 8th, and briefed on the Revenue and Expense Report. Treasurer Larson reported on the fund balances.

Community & Government Affairs

Councilmember Drennen briefed on the meeting of January 5th. The Purchasing Policy and Council rule changes are on the agenda by recommendation of the Committee and the Code of Conduct is still under review.

Public Works

Deputy Mayor Harman reported on the January 3rd Committee meeting. They discussed the following:

- Comcast Franchise Agreement- coming to a future meeting;
- Administrator Bethune briefed on Sale of tax parcel on 177th ;
- Orville Road project completed;
- A letter from Ecology on solids dewatering snow event;
- Preparing a letter to Village Green outfall;
- High Cedars;
- PW shop – now in the Request for Proposal process.

Orting Emergency Evacuation Bridge Committee

Councilmember Drennen reported that JC Hungerford attended a meeting last Friday where they discussed the SR 162 study which was completed in June. The bridge is listed as a mitigating factor for congestion on SR162 through the valley. A summary of the meeting is in the works.

Miscellaneous Activity Reports.

None

7. COMMISSION REPORTS

Planning Commission

Commissioner Karen Wilson reported on the following:

- Signage for the Shell Station;
- ADR sign code;
- Pierce County rules;
- ADR code.

8. OLD BUSINESS

A. AB18-02- Comprehensive Plan Update- Second Reading and Approval of Ordinance No. 2017-1019, An Ordinance Of The City Of Orting, Washington, Relating To Land Use And Zoning; Adopting Amendments To The Comprehensive Plan; Providing For Severability; And Establishing An Effective Date.

Administrator Bethune briefed that the City is a Growth Management Act City which enables the City to apply for grants. The plan goes out 20 years and is updated yearly. This past year the Planning Commission held public hearings. They updated the Non-motorized transportation plan, mapping, and population data. This is the second reading of the Ordinance. The plan has to be updated yearly.

Councilmember Drennen made a motion To adopt Ordinance No. 2017-1019, An Ordinance Of The City Of Orting, Washington, Relating To Land Use And Zoning; Adopting Amendments To The Comprehensive Plan. Second by Councilmember Gehring. Motion passed (7-0)

B. AB18-03- Adoption of Resolution No. 2018-01, A Resolution Of The City Of Orting, Washington, Relating To Utility Rates; Adopting Adjustments To Water, Sewer And Storm Water Utility Rates 2018 Utility Rates.

Treasurer Larson briefed. Council passed rates in November of 2017, but the model had an error in it This Resolution corrects that error. No one was billed at the incorrect rate.

Councilmember Kelly made a motion To Adopt Resolution No. 2017-12, Amending Resolution No. 2018-01, correcting a Calculation Error on Exhibit a Thereto for the Water, Sewer and Storm Water Utility Rates. Second by McDonald. Motion passed (7-0).

9. NEW BUSINESS

A. AB18-04- Rate Increase for D.M. Disposal Waste Removal Services

Mark Bethune briefed Pierce County has increased their fees to D.M. Disposal Company; thus D.M. Disposal is passing that increase on to the customers of Orting. The Dump fee increase is from \$153.48 per ton to \$157.38 per ton. Pursuant to Section 8.2.1 of the contract it provides for an annual Consumer Price Index (CPI) adjustment equal to 80% of the change - Eighty percent of the CPI change for this period is .2.38%. D.M. Disposal Company must notify the city 60 days before the increase which is effective March 1, 2018. D.M. Disposal Company must notify their customers 45 days before the increase, D.M. Disposal is in compliance with the City, but

must notify their *customers by January 15, 2018* for an increase that would go into effect March 1, 2018.

Councilmember McDonald recused herself from the vote.

Councilmember Gehring made a motion to approve D.M. Disposal Company proposed rate increase effective March 1, 2018. Second by Deputy Mayor Harman. Motion passed (6-0).

B. AB18-05- Purchasing Policy

Treasurer Larson reported that the current purchasing policy is contained within the Council rules and is limited in scope and authority. A new standalone purchasing policy was desired in order to have a larger scope and more detail to effectively manage the day to day purchases that the City makes. The new purchasing policy pertains to the purchase of budgeted versus non budgeted items, along with policy surrounding general purchases, public works, waivers, exemptions, credit card limits, and emergency purchases. If approved the Council rules will be amended in Section 4.5 removing that portion which will be covered in the more detailed policy. Councilmember Drennen stated that the policy provides additional structure it will change if state law changes and it pulls all the regulations together.

Councilmember McDonald made a motion to adopt the Purchasing Policy as presented. Second by CM Gehring. Motion passed (7-0).

C. AB18-06- Amend Council Rules

Councilmember Drennen briefed that the current purchasing guidelines are in the Council rules in section 4.5, and these guidelines are limited in scope and authority. The new standalone purchasing policy will take the place of section 4.5 in the form of a policy which has a larger scope and more detail. Recommended by the Community and Government Affairs Committee.

Councilmember McDonald made a motion to approve the amendment of Council Rules by removing Section 4.5. Deputy Mayor Harman second. Motion passed (7-0).

D. AB18-07-Proposed Meeting/Committee Structure

Councilmember Drennen briefed on the proposed Meeting/Committee structure. This was identified by Matrix as a way to improve efficiency. The proposal is to reduce Council Committees from 7 to 3 and add a study session. The flow of information would go from Committee, to study session, to meeting. If passed Committee assignments will be on the next agenda.

Councilmember McDonald made a motion to approve the Meeting/Committee alignment as presented. Councilmember Gehring second. Motion passed (7-0).

10. EXECUTIVE SESSION

None needed.

11. ADJOURNMENT

Councilmember McDonald made a motion to Adjourn. Deputy Mayor Harman second. Motion passed (7-0).

Mayor Penner adjourned the meeting at 9:22pm.

ATTEST:

Jane Montgomery, City Clerk, CMC

Joshua Penner, Mayor

CITY OF ORTING
VOUCHER/WARRANT REGISTER
FOR JANUARY 31, 2018 COUNCIL

CLAIMS/PAYROLL VOUCHER APPROVAL

CITY OF ORTING

WE, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF ORTING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

CLAIMS WARRANTS #45623 THRU #45691
IN THE AMOUNT OF \$ 691,467.41

PAYROLL WARRANTS # 23151 THRU #23161
IN THE AMOUNT OF \$ 159,436.12

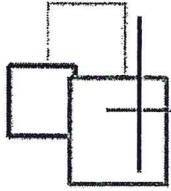
ARE APPROVED FOR PAYMENT ON JANUARY 31, 2018

FINANCE COMMITTEE CHAIR _____

COUNCILPERSON _____

COUNCILPERSON _____

CITY CLERK _____



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2018 - January 2018 - January 2nd Council

Fund Number	Description	Amount
001	Current Expense	\$191,105.90
101	City Streets	\$17,503.52
104	Cemetery	\$2,545.66
105	Parks Department	\$7,188.82
108	TBD	\$1,194.15
401	Water	\$81,955.00
408	Wastewater	\$374,608.37
410	Stormwater	\$15,365.99
	Count: 8	\$691,467.41

Register

Fiscal: 2018
 Deposit Period: 2018 - January 2018
 Check Period: 2018 - January 2018 - January 2nd Council

Number	Name	Print Date	Clearing Date	Amount
Key Bank				
2000073				
45623	Orting Valley Senior Cent	1/17/2018	1/18/2018	\$1,083.33
45624	American Process Group INC	1/17/2018		\$189,157.04
45625	Lexipol Llc	1/19/2018	1/22/2018	\$3,983.00
45626	Actual Assistant/Network Listings-Rucci, Egle	1/22/2018		\$1,663.00
45627	Alarm Center, Inc	1/22/2018	1/24/2018	\$73.26
45628	Anytime Fitness	1/22/2018		\$200.00
45629	Awc Rmsa	1/22/2018		\$245,117.00
45630	BlueTarp Credit Services	1/22/2018		\$1,118.28
45631	Bratwear-Sound Uniform Solutions	1/22/2018		\$575.82
45632	Bucky's of Orting Inc	1/22/2018		\$53.62
45633	Cintas Corporation #461	1/22/2018		\$174.71
45634	Comcast	1/22/2018		\$20.63
45635	Cross Connection Spec.	1/22/2018		\$10,225.00
45636	Crystal & Sierra Springs	1/22/2018		\$17.12
45637	Cummins Northwest	1/22/2018		\$617.16
45638	Dell Financial Services Payment Processing Services	1/22/2018		\$1,235.41
45639	DM Disposal Co., Inc	1/22/2018		\$1,099.65
45640	Evergreen Rural Water of	1/22/2018		\$645.60
45641	Firestone Complete Auto Care	1/22/2018		\$320.79
45642	Froehling, Antoni H	1/22/2018		\$150.00
45643	Galls, LLC- Blumenthal Uniforms	1/22/2018		\$153.99
45644	Hach Company	1/22/2018		\$112.13
45645	Hinds, Laura	1/22/2018		\$76.68
45646	Kenyon Disend PLLC	1/22/2018		\$11,299.15
45647	Keybank	1/22/2018	1/23/2018	\$149.50
45648	Kyocera Document Solutions Northwest INC	1/22/2018		\$141.38
45649	logan Enterprises INC	1/22/2018		\$395.00
45650	Milo's Locksmith Company	1/22/2018		\$307.72
45651	Mitel Leasing	1/22/2018		\$411.27
45652	North West Instrument Services	1/22/2018		\$125.70
45653	Opportunity Center of Orting	1/22/2018	1/22/2018	\$625.00
45654	P.c. Budget & Finance	1/22/2018		\$7,528.37
45655	Petty Cash - Freda Bingham	1/22/2018	1/23/2018	\$44.95
45656	Pitney Bowes Global	1/22/2018		\$218.43

Number	Name	Print Date	Clearing Date	Amount
45657	PRO-VAC	1/22/2018		\$2,507.34
45658	Puget Sound Clean Air Agency	1/22/2018		\$4,460.00
45659	Puget Sound Energy	1/22/2018		\$23,863.19
45660	SCORE	1/22/2018		\$1,463.85
45661	South Sound 911	1/22/2018	1/24/2018	\$18,482.50
45662	The News Tribune	1/22/2018	1/23/2018	\$782.40
45663	United Laboratories	1/22/2018		\$422.14
45664	US Bank Equipment Finance	1/22/2018		\$327.83
45665	US BankNA Custody Treasury Div-Mony Cntr	1/22/2018		\$104.00
45666	Vision Municipal Solutions LLC	1/22/2018		\$17,375.98
45667	Water Management Lab Inc.	1/22/2018		\$160.00
45668	Whitworth Pest Solutions, INC	1/22/2018		\$180.35
45669	Williams Oil Filter Service	1/22/2018		\$6.27
45670	Alpine Products Inc.	1/31/2018		\$6,773.36
45671	Association of Wash. Citi	1/31/2018		\$5,086.00
45672	Bhc Consultants	1/31/2018		\$3,516.46
45673	Centurylink	1/31/2018		\$1,757.93
45674	Cressy Door Company INC	1/31/2018		\$1,241.65
45675	EH Wachs	1/31/2018		\$7,864.14
45676	Law Offices of Matthew J Rusnak	1/31/2018		\$1,833.33
45677	Meridian Collision Center, Inc	1/31/2018		\$3,889.67
45678	Mitel Leasing	1/31/2018		\$411.27
45679	Office Depot	1/31/2018		\$382.17
45680	Office of Minority & Woman's Business Enterprises-Financial Office	1/31/2018		\$100.00
45681	Office of State Auditor	1/31/2018		\$6,081.97
45682	Oring Valley Fire & Rescue	1/31/2018		\$2,979.17
45683	Pitney Bowes Purchase Power	1/31/2018		\$968.65
45684	Puget Sound Energy	1/31/2018		\$1,921.13
45685	REALM, Inc	1/31/2018		\$88,199.30
45686	Secure Pacific Corp/Mountain Alarm	1/31/2018		\$260.85
45687	SHRED-IT USA	1/31/2018		\$526.33
45688	Sterling Codifiers	1/31/2018		\$500.00
45689	U.S. Bank	1/31/2018		\$526.03
45690	Verizon Wireless	1/31/2018		\$2,639.12
45691	Wex Bank	1/31/2018		\$4,753.34
	Total		Check	\$691,467.41
	Total		2000073	\$691,467.41
	Grand Total			\$691,467.41

Custom Council Report

Vendor	Number	Invoice	Account Number	Notes	Amount
Actual Assistant/Network Listings-Rucci, Egle	45626	658	001-514-23-41-12	Website Maintenance-Jan- June 2018	\$731.72
			105-576-80-41-05	Website Maintenance-Jan- June 2018	\$49.89
			401-534-10-41-34	Website Maintenance-Jan- June 2018	\$249.45
			408-535-10-41-36	Website Maintenance-Jan- June 2018	\$432.38
			410-531-38-41-05	Website Maintenance-Jan- June 2018	\$199.56
				Total	\$1,663.00
Alarm Center, Inc	45627	1102203	001-521-20-31-06	Alarm for PSB Total	\$73.26 \$73.26
Alpine Products Inc.	45670	TM-173207	101-594-44-61-12	Paint Striper-FA 1111 Total	\$6,773.36 \$6,773.36
American Process Group INC	45624	Pay Request #2 WWTP Solids Lagoon Dredging	408-594-35-63-03	Pay Request #1A WWTP Solids Lagoon Dredging Total	\$189,157.04 \$189,157.04
Anytime Fitness	45628	JAN2018-302	001-521-20-21-01	Gym Membership- Jan 2018 Total	\$200.00 \$200.00
Association of Wash. Citi	45671	2018 AWC Membership Dues	001-511-20-49-00	2018 AWC Membership Dues Total	\$5,086.00 \$5,086.00
Awc Rmsa	45629	57217	001-514-23-46-00	2018 RMSA Insurance-Bonds Fees	\$34,979.87
			001-521-20-46-00	2018 RMSA Insurance-Bonds Fees	\$49,738.39
			001-524-20-46-00	2018 RMSA Insurance-Bonds Fees	\$8,589.74
			101-542-30-46-00	2018 RMSA Insurance-Bonds Fees	\$3,711.98
			104-536-50-41-02	2018 RMSA Insurance-Bonds Fees	\$2,419.16

Vendor	Number	Invoice	Account Number	Notes	Amount
Awc Rmsa	45629	57217	105-576-80-46-00	2018 RMSA Insurance-Bonds Fees	\$4,562.43
			108-514-80-46-00	2018 RMSA Insurance-Bonds Fees	\$1,194.15
			401-534-10-46-00	2018 RMSA Insurance-Bonds Fees	\$51,518.22
			408-535-10-46-00	2018 RMSA Insurance-Bonds Fees	\$75,630.55
			410-531-10-46-00	2018 RMSA Insurance-Bonds Fees	\$12,772.51
				Total	\$245,117.00
Bhc Consultants	45672	0009512	001-558-60-41-02	Planning Consultant	\$3,516.46
				Total	\$3,516.46
BlueTarp Credit Services	45630	1618375800	001-575-50-48-00	Finish Nails for MPC Skylights	\$19.66
			001-575-50-48-00	Fasteners for MPC Door	\$24.12
			001-575-50-48-00	Blade & Liquid Nail for MPC Skylights	\$51.35
			001-575-50-48-00	Door Closer for MPC	\$87.91
			001-575-50-48-00	Supplies to Fix Skylights At MPC	\$442.53
			105-594-76-64-10	Christmas Lights for the Ctiy	\$492.71
				Total	\$1,118.28
Bratwear-Sound Uniform Solutions	45631	201801B132	001-521-20-31-01	Uniform Items for Officer Taylor	\$575.82
				Total	\$575.82
Bucky's of Orting Inc	45632	032101	001-521-50-48-02	07 Tahoe-Oil Change & Bulb Replacement-0423	\$53.62
				Total	\$53.62
Centurylink	45673	300549640-JAN2018 300549906-JAN2018 300550216-JAN2018 300550553-JAN2018 300550592-JAN2018 409178327-JAN2018	408-535-10-42-01	Sewer Phones	\$97.80
			401-534-10-42-01	Harman Springs	\$122.72
			408-535-10-42-01	Sewer Phones	\$397.24
			001-521-50-42-00	PD Phones	\$783.79
			001-512-50-42-00	Court Phones	\$214.60
			001-521-50-42-01	PD Repeater	\$141.78
				Total	\$1,757.93
Cintas Corporation #461	45633	461334946	408-535-60-48-04	Cleaning of Park Restrooms	\$174.71
				Total	\$174.71
Comcast	45634	5839-JAN2018	001-514-23-42-00	City Hall Cable	\$6.88
			401-534-10-42-01	City Hall Cable	\$6.87
			408-535-10-42-01	City Hall Cable	\$6.88
				Total	\$20.63

Vendor	Number	Invoice	Account Number	Notes	Amount
Cressy Door Company INC	45674	125758	401-534-50-48-03	Repair to City Shop Rolling Door	\$620.82
			408-535-50-48-03	Repair to City Shop Rolling Door	\$620.83
				Total	\$1,241.65
Cross Connection Spec.	45635	28508	401-534-60-48-00	Annual Backflow Testing-City Wide	\$10,225.00
				Total	\$10,225.00
Crystal & Sierra Springs	45636	16789927 010618	001-514-23-31-02	Water For City Hall	\$17.12
				Total	\$17.12
Cummins Northwest	45637	001-85609	408-535-50-48-04	Annual Service to Portable Water Pump-FA1019	\$617.16
				Total	\$617.16
Dell Financial Services Payment Processing Services	45638	79313469	001-594-12-41-01	PSB Server	\$25.00
			001-594-14-41-02	City Hall Server	\$50.00
			001-594-21-41-01	PSB Server	\$753.41
			001-594-24-41-01	City Hall Server	\$37.00
			001-594-76-41-01	City Hall Server	\$12.00
			101-594-42-41-01	City Hall Server	\$12.00
			105-594-76-41-01	City Hall Server	\$12.00
			401-594-34-42-02	City Hall Server	\$111.00
			408-594-35-64-44	City Hall Server	\$149.00
			410-594-31-41-41	City Hall Server	\$74.00
				Total	\$1,235.41
DM Disposal Co., Inc	45639	7606143	408-535-60-47-00	WWTP-Garbage Service	\$1,099.65
				Total	\$1,099.65
EH Wachs	45675	INV144045	401-594-34-64-72	Powered Handheld Valve Exerciser	\$7,200.00
			408-594-35-64-76	Powered Handheld Valve Exerciser	\$664.14
				Total	\$7,864.14
Evergreen Rural Water of	45640	36467	401-534-50-49-01	Annual Membership & Active Connections	\$645.60
				Total	\$645.60
Firestone Complete Auto Care	45641	195820	001-521-50-48-04	Repairs to 07 Charger 47140D	\$320.79
				Total	\$320.79
Froehling, Antoni H	45642	6952	001-558-60-31-01	Conditional Use Permit-Mayberry	\$150.00
				Total	\$150.00

Vendor	Number	Invoice	Account Number	Notes	Amount
Galls, LLC- Blumenthal Uniforms	45643	009019314	001-521-20-31-01	Uniform Items for Officer Turner	\$153.99
				Total	\$153.99
Hach Company	45644	10782316	408-535-10-31-00	Supplies	\$112.13
				Total	\$112.13
Hinds, Laura	45645	2055	401-534-10-31-00	Vinegar for Wells- Cash & Carry	\$76.68
				Total	\$76.68
Kenyon Disend PLLC	45646	186545-186546	001-515-30-41-01	Retainer	\$2,500.00
			001-515-30-41-02	Legal Service	\$129.12
			001-515-30-41-02	City Attorney Services	\$3,330.20
			001-515-30-41-02	Public Records Request	\$4,938.12
			001-515-30-41-04	Chronic Nuisance	\$286.93
			401-534-10-41-04	Legal Service	\$57.39
			408-535-10-41-04	Legal Service	\$57.39
				Total	\$11,299.15
Keybank	45647	4461-Jan2017	001-512-50-42-00	Fax Line for Court- 2018	\$149.50
				Total	\$149.50
Kyocera Document Solutions Northwest INC	45648	55T1032019	001-594-14-75-00	City Hall Copier Lease	\$141.38
				Total	\$141.38
Law Offices of Matthew J Rusnak	45676	155-Jan2018	001-512-50-49-01	Court Appointed Attorney-Jan 2018	\$1,833.33
				Total	\$1,833.33
Lexipol Llc	45625	22929	001-521-20-34-00	Manual Supplements- Update to Legal Policy Manual	\$3,983.00
				Total	\$3,983.00
logan Enterprises INC	45649	16744-Jan 2018	001-514-21-41-01	Monthly Janitorial- Jan 2018	\$98.75
			001-524-20-49-02	Monthly Janitorial- Jan 2018	\$19.75
			001-575-50-41-01	Monthly Janitorial- Jan 2018	\$79.00
			401-534-10-31-00	Monthly Janitorial- Jan 2018	\$79.00
			408-535-10-31-00	Monthly Janitorial- Jan 2018	\$79.00
			410-531-38-31-00	Monthly Janitorial- Jan 2018	\$39.50
				Total	\$395.00

Vendor	Number	Invoice	Account Number	Notes	Amount	
Meridian Collision Center, Inc	45677	14162	101-542-30-48-04	Repairs to 2016 F-350 Right QRT Post FA-1072	\$388.96	
			105-576-80-48-02	Repairs to 2016 F-350 Right QRT Post FA-1072	\$583.45	
			401-534-50-48-06	Repairs to 2016 F-350 Right QRT Post FA-1072	\$1,944.83	
			408-535-50-48-08	Repairs to 2016 F-350 Right QRT Post FA-1072	\$777.93	
			410-531-38-48-01	Repairs to 2016 F-350 Right QRT Post FA-1072	\$194.50	
			Total	\$3,889.67		
Milo's Locksmith Company	45650	72689	401-534-10-31-00	Locks for Water Department	\$307.72	
			Total	\$307.72		
Mitel Leasing	45651	1448655	001-594-12-41-02	PSB Phone Lease	\$23.17	
			001-594-21-41-03	PSB Phone Lease	\$104.28	
			001-594-22-41-01	PSB Phone Lease	\$104.29	
			1448656	001-594-14-41-03	City Hall Phone Lease	\$44.88
				001-594-24-41-02	City Hall Phone Lease	\$8.98
				001-594-76-41-02	City Hall Phone Lease	\$8.98
				101-594-42-41-02	City Hall Phone Lease	\$8.98
			401-594-34-42-03	City Hall Phone Lease	\$50.27	
			408-594-35-64-55	City Hall Phone Lease	\$48.47	
			410-594-31-41-42	City Hall Phone Lease	\$8.97	
	45678	1451865	001-594-12-41-02	PSB Phone Lease	\$23.17	
			001-594-21-41-03	PSB Phone Lease	\$104.28	
			001-594-22-41-01	PSB Phone Lease	\$104.29	
			1451866	001-594-14-41-03	City Hall Phone Lease	\$44.88
				001-594-24-41-02	City Hall Phone Lease	\$8.98
				001-594-76-41-02	City Hall Phone Lease	\$8.98
				101-594-42-41-02	City Hall Phone Lease	\$8.98
			401-594-34-42-03	City Hall Phone Lease	\$50.27	
			408-594-35-64-55	City Hall Phone Lease	\$48.47	
			410-594-31-41-42	City Hall Phone Lease	\$8.97	
Total	\$822.54					
North West Instrument Services	45652	13533	001-521-50-48-04	Evidence Scale Calibration	\$125.70	
Total				\$125.70		
Office Depot	45679	995189951001	001-511-60-31-01	Paper	\$37.38	

Vendor	Number	Involes	Account Number	Notes	Amount	
Office Depot	45679	995189951001	001-514-23-31-02	Paper-Office Supplies	\$66.34	
			401-534-10-31-00	Paper	\$37.38	
			408-535-10-31-00	Paper	\$37.38	
			410-531-38-31-00	Paper	\$37.38	
			996570493001	001-521-20-31-03	Office Supplies-Gloves-Bandage-Paper	\$44.64
			996570494001	001-521-20-31-03	Office Supplies-Face Mask-Toner	\$121.67
			Total	\$382.17		
Office of Minority & Woman's Business Enterprises-Financial Office	45680	30312800	001-514-40-49-02	Dues-2018	\$100.00	
			Total	\$100.00		
Office of State Auditor	45681	L123370	001-512-50-41-03	2014-2015-2016 Accountability Audit	\$243.27	
			001-514-23-41-14	2014-2015-2016 Accountability Audit	\$669.02	
			001-521-20-50-01	2014-2015-2016 Accountability Audit	\$727.83	
			001-524-20-50-01	2014-2015-2016 Accountability Audit	\$427.73	
			001-575-21-50-01	2014-2015-2016 Accountability Audit	\$364.92	
			101-542-30-41-02	2014-2015-2016 Accountability Audit	\$669.02	
			105-576-90-40-00	2014-2015-2016 Accountability Audit	\$364.92	
			401-534-10-41-02	2014-2015-2016 Accountability Audit	\$973.12	
			408-535-10-41-02	2014-2015-2016 Accountability Audit	\$1,155.58	
			410-531-10-41-01	2014-2015-2016 Accountability Audit	\$486.56	
			Total	\$6,081.97		
Opportunity Center Of Orting	45653	1131	001-571-20-31-14	Orting Opportunity Center Grant -Jan 2018	\$625.00	
Total	\$625.00					
Orting Valley Fire & Rescue	45682	Payment #1 Jan 2018	001-512-50-41-04	Payment #1 PSB Lease-Court	\$297.92	
			001-521-50-41-07	Payment #1 PSB Lease-Police	\$2,681.25	
Total	\$2,979.17					
Orting Valley Senior Cent	45623	Jan2018-300	001-571-20-31-06	Monthly Support-January 2018	\$1,083.33	
Total	\$1,083.33					
P.c. Budget & Finance	45654	CI-243390 C-104188	001-525-10-51-00	Emergency Management Services 2018 Jan-June	\$3,329.88	
		CI-243457 C-104188	001-554-30-50-01	Animal Control-Dec 2017	\$2,495.54	

Vendor	Number	Invoice	Account Number	Notes	Amount
P.c. Budget & Finance	45654	CI-243525 C-104188	001-523-60-41-00	Jail Fees-Dec 2017	\$1,702.95
				Total	\$7,528.37
Petty Cash - Freda Bingham	45655	JAN2018-301	001-524-20-41-05	ICC Trainging	\$20.00
			401-534-10-31-00	Vinegar for Wells	\$24.95
				Total	\$44.95
Pitney Bowes Global	45656	3305220529	001-514-23-45-00	Postage Machine Lease	\$218.43
				Total	\$218.43
Pitney Bowes Purchase Power	45683	8000-9090-0050-3685 Jan 2018	001-512-50-31-01	Postage	\$128.98
			001-513-10-31-01	Postage	\$20.00
			001-514-23-31-01	Postage	\$509.70
			001-521-20-31-07	Postage	\$4.10
			001-521-20-31-07	Postage	\$10.60
			001-524-20-31-02	Postage	\$14.20
			001-558-60-31-02	Postage	\$86.50
			001-575-50-31-02	Postage	\$0.46
			001-575-50-31-02	Postage	\$42.05
			104-536-20-31-01	Postage	\$5.91
			401-534-10-42-00	Postage	\$34.92
			401-534-10-42-00	Postage	\$36.10
			408-535-10-42-00	Postage	\$1.19
			408-535-10-42-00	Postage	\$34.92
			410-531-38-42-00	Postage	\$4.10
			410-531-38-42-00	Postage	\$34.92
				Total	\$968.65
PRO-VAC	45657	171214-035	408-535-50-48-02	Cleaning of Grease from WWTP Holding Tanks	\$2,507.34
				Total	\$2,507.34
Puget Sound Clean Air Agency	45658	18-0715	001-531-70-51-00	Puget Sound Clean Air Assessment 2018	\$4,460.00
				Total	\$4,460.00
Puget Sound Energy	45659	200001247663- JAN2018	408-535-50-47-07	VC Lift Station	\$227.33
		200001247812- JAN2018	101-542-63-47-03	SR162 Signal	\$26.71
		200001248190- JAN2018	105-576-80-47-01	North Park	\$10.75
		200001248372- JAN2018	401-534-50-47-08	Well 3	\$705.35
		200001248539- JAN2018	001-525-50-47-01	Lahar Siren	\$10.86
		200001532189- JAN2018	105-576-80-47-02	Main Park	\$571.56
			105-576-80-47-03	Bell Tower	\$244.95
		200002708986- JAN2018	408-535-50-47-05	VG Lift Station	\$316.86
		200003766280- JAN2018	001-514-21-32-01		\$140.80
			001-514-21-47-01		\$197.25
			001-524-20-32-05		\$65.75
			401-534-50-47-01		\$197.24

Vendor	Number	Invoice	Account Number	Notes	Amount		
Puget Sound Energy	45659	200003766280- JAN2018	401-534-50-47-09		\$140.80		
			408-535-50-47-01		\$197.25		
			408-535-50-47-08		\$140.81		
		200009717931- JAN2018	401-534-50-47-04	Well 2	\$64.24		
			200010396329- JAN2018	001-521-50-47-00	PSB	\$1,134.43	
		200010396543- JAN2018	001-522-50-47-00	PSB	\$1,134.43		
			105-576-80-47-01	North Park	\$290.96		
		200010396733- JAN2018	401-534-50-47-01	Well 4	\$2,329.16		
		200010629349- JAN2018	101-542-63-47-01	City Shop	\$37.53		
			104-536-50-47-02	City Shop	\$30.02		
			401-534-50-47-01	City Shop	\$45.03		
			408-535-50-47-01	City Shop	\$37.53		
		200013874264- JAN2018	408-535-50-47-04	WWTP	\$8,403.81		
		200014994137- JAN2018	410-531-38-47-00	VG Lift Station	\$203.48		
		200019613294- JAN2018	104-536-50-47-02	Cemetery Shop	\$50.47		
		45684	200021064239- JAN2018	401-534-50-47-03	Well 1	\$1,898.46	
			200021119249- JAN2018	401-534-50-47-02	Chlorinator	\$22.67	
		45659	200021421298- JAN2018	408-535-50-47-06	Rainier Meadows	\$36.30	
			200022934653- JAN2018	001-575-50-47-01	MPC	\$1,150.59	
			200024404523- JAN2018	408-535-50-47-02	Lift Station 1	\$154.86	
			220011476581- JAN2018	408-535-50-47-03	High Cedars Lift Station	\$131.84	
			220015220399- JAN2018	101-542-63-47-03	Street Lights	\$115.11	
			300000002406- JAN2018	101-542-63-47-03	Street Lights	\$5,319.13	
		Total					\$25,784.32
		REALM, Inc	45685	Pay Request No 2- I&I Project for Eldredge Ave NW Sanitary Sewer Rehab	408-594-35-63-16	Pay Request No 2- I&I Project for Eldredge Ave NW Sanitary Sewer Rehab	\$88,199.30
		Total					\$88,199.30
		SCORE	45660	2925	001-523-60-41-00	Jail Fees-Dec 2017	\$1,463.85
Total					\$1,463.85		
Secure Pacific Corp/Mountain Alarm	45686	157054	001-514-23-31-02	City Hall Alarm	\$83.85		
			408-535-10-41-07	WWTP Alarm	\$177.00		
Total					\$260.85		
SHRED-IT USA	45687	8123954162 8123954206	001-521-20-31-03	PD Shredding	\$387.10		
			001-514-23-31-02		\$0.00		
			001-521-20-31-03	City Hall Shredding	\$139.23		
Total					\$526.33		
South Sound 911	45661	02727	001-521-50-51-00	1st QRT Police Dispatch	\$18,482.50		
Total					\$18,482.50		
Sterling Codifers	45688	20236	001-514-23-41-10	2018 Annual Fee for Hosting Codes on Internet	\$500.00		
				Total	\$500.00		

Vendor	Number	Invoice	Account Number	Notes	Amount	
The News Tribune	45662	257635-JAN2018	001-511-60-49-03	Legal Publications	\$668.85	
			001-558-60-31-03	Legal Publications	\$113.55	
				Total	\$782.40	
U.S. Bank	45689	4710541 4710544	001-592-22-83-01	PSB Interst	\$300.00	
			408-592-35-83-01	Bond Series 2010- Interst	\$226.03	
				Total	\$526.03	
United Laboratories	45663	INV211624	408-535-10-31-00	Cleaner & Degreaser	\$422.14	
				Total	\$422.14	
US Bank Equipment Finance	45664	347421414	001-594-14-75-00	City Hall Copier Lease	\$327.83	
				Total	\$327.83	
US BankNA Custody Treasury Div-Mony Cntr	45665	122-Jan2018	001-514-23-49-06	Fees for Safekeeping Oct- Dec 2017	\$36.40	
			101-542-90-40-01	Fees for Safekeeping Oct- Dec 2017	\$5.20	
			105-576-80-41-09	Fees for Safekeeping Oct- Dec 2017	\$5.20	
			401-534-90-40-02	Fees for Safekeeping Oct- Dec 2017	\$15.60	
			408-535-90-40-02	Fees for Safekeeping Oct- Dec 2017	\$26.00	
			410-531-90-40-02	Fees for Safekeeping Oct- Dec 2017	\$15.60	
				Total	\$104.00	
Verizon Wireless	45690	9799953414	001-512-50-42-00	City Cell Phones	\$55.90	
			001-514-23-42-00	City Cell Phones	\$350.28	
			001-524-20-42-00	City Cell Phones	\$58.93	
			001-575-50-42-01	City Cell Phones	\$32.77	
			104-536-20-42-00	City Cell Phones	\$40.10	
			401-534-10-42-01	City Cell Phones	\$297.92	
			408-535-10-42-01	City Cell Phones	\$297.91	
			9799953415	001-521-20-45-01	Cell Phones-PD	\$843.78
				001-521-20-45-02	Cell Connection Data	\$600.17
				001-521-50-42-00	Cell Phones-Court	\$61.36
				Total	\$2,639.12	
Vision Municipal Solutions LLC	45666	09-5860	001-513-23-41-01		\$853.11	
			001-514-23-41-04		\$1,706.22	
			001-524-20-41-01		\$3,750.00	
			001-575-50-41-03		\$853.11	
			101-542-30-41-04		\$426.56	
			401-534-10-41-05		\$1,706.22	
			408-535-10-41-05		\$1,706.22	
			410-531-38-41-04		\$1,279.67	

Vendor	Number	Invoice	Account Number	Notes	Amount
Vision Municipal Solutions LLC	45666	09-5929	001-594-14-60-01	Vision Server Replacement	\$5,094.87
				Total	\$17,375.98
Water Management Lab Inc.	45667	164262	401-534-10-41-03	Lab Testing	\$160.00
				Total	\$160.00
Wex Bank	45691	52839098	001-521-20-32-00	Fuel-PD	\$4,753.34
				Total	\$4,753.34
Whitworth Pest Solutions, INC	45668	344672	001-575-50-48-00	Pest Control MPC	\$180.35
				Total	\$180.35
Williams Oil Filter Service	45669	278440	410-531-38-48-01	Vac Trailer Part	\$6.27
				Total	\$6.27
				Grand Total	\$691,467.41



City Of Orting Council Agenda Summary Sheet

AB18-08 SUBJECT: Council Committee selection for the year 2018	Agenda Item #:	AB18-08
	For Agenda of:	01/31/18
	Department:	Council
	Date Submitted:	

Orting Staff & Professional Representatives			
Mayor, Joshua Penner	X	Cost of Item:	\$0 _____
City Administrator, Mark Bethune	x	Amount Budgeted:	\$0 _____
City Attorney, Charlotte Archer		Unexpended Balance:	\$0 _____
City Clerk, Jane Montgomery	X	Timeline:	
Finance Director, (Vacant)			
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note: N/A	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input checked="" type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: Council Standing Committee Assignments
SUMMARY STATEMENT: <i>Per the City Council Rules of Procedure:</i> 9.1 Citizen Committees, Boards and Commissions: The Council will create committees and commissions to assist in the conduct and operation of city government with such duties as are consistent with the Orting Municipal Code. 3.9 E – The Deputy Mayor will take the lead with one other councilmember and the Mayor, in soliciting volunteers annually for the Council Chair and Co-Chair committee assignments: <i>Proposed Council Committee assignments are attached.</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: <i>Recommended by Deputy Mayor Harman</i>
RECOMMENDED ACTION: MOTION: To approve Council Committee Assignments as presented.

2018 Proposed Council/Meeting Committee Structure

Public Works: Michelle Gehring, Chair & Scott Drennen

Goal: *Ongoing issues, develop briefing for Council meeting #1 and details for Study Session*

Attendance: *2-3 council, PW staff, admin*

- Utilities
- Technology
- Facilities
- Streets/Transportation

Public Safety: John Kelly, Chair & Greg Hogan

Goal: *Ongoing issues, develop briefing for Council meeting #1 and details for Study Session*

Attendance: *2-3 council, PS staff, admin*

- Public Safety
- Emergency
- Emergency Bridge

Community and Governmental Affairs: Nicola McDonald, Chair & Tod Gunther

Goal: *Ongoing issues, develop briefing for Council meeting #1 and details for Study Session*

Attendance: *2-3 council, Parks staff, admin*

- Economic Development
- Grants
- Sponsorship
- Lodging Tax, Cemetery
- Parks Advisory Board (after reporting to study session)

Study Session: Dave Harman, Deputy Mayor

Goal: *Introduction & first pass at ordinances and resolutions. Deep dive into committee matters. Legal review and staff discussion.*

Attendance: *Full Council, as necessary (admin, legal, and others)*

- General
- Finance
- Leg Priorities
- Government relations
- Parks Advisory Board- Reports to Study Session and work goes to CGA for final review.

Council Meeting #1 & 2

Goal: *Business of the council (appointments, public hearings, public input, presentations, proclamations, etc), assignment of topics to committees. Passing/debating consent agenda from study session.*

Example Monthly Schedule: 1st Week: PW, PS, CGA, 2nd Wed: Council, 3rd Wed: Study Session, Last Wed: Council.



**City Of Orting
Council Agenda Summary Sheet**

AB18-09 SUBJECT: Ordinance No. 2018-1021, amending Orting Municipal Code Title 2, Chapter 2, Section 3, pertaining to Police Civil Service Commission Secretary	Agenda Item #:	2018-09
	For Agenda of:	1/31/18
	Department:	Civil Service
	Date Submitted:	1/25/18

Orting Staff & Professional Representatives			
Mayor, Joshua Penner		Cost of Item:	<u> \$0 </u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u> \$0 </u>
City Attorney, Charlotte Archer	X	Unexpended Balance:	<u> \$0 </u>
City Clerk, Jane Montgomery	X	Timeline: <i>As quickly as is possible due to staffing of position</i>	
City Treasurer, Scott Larson		BARS:	
Police Chief, Bill Drake		Fiscal Note:	
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: Ordinance No. 2018-1021
SUMMARY STATEMENT: <p>The City’s Police Civil Service Commission, required by state law, and is governed by codified procedures set out at Orting Municipal Code Title 2, Chapter 2. Under RCW 41.12.040, the Commission is required to appoint a secretary and chief examiner to serve the Commission, and historically, the City has provided a City employee to the Commission to serve in that role. OMC 2-2-3 specifically states the secretary shall be a city employee. However, the City does not consistently have sufficient staffing to provide a current City employee to serve the Commission in that role, and currently the City Clerk is serving in that role, in addition to her regular duties as City Clerk.</p> <p>City Staff requests an amendment be made to OMC 2-2-3, to match state law which allows for the appointment of either a city employee or a citizen to the position of secretary and chief examiner, at the discretion of the Commission. This Ordinance would effectuate that amendment.</p>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: This Ordinance has the support of the Mayor and the City Administrator.
RECOMMENDED ACTION: MOTION: To adopt Ordinance No. 2018-1021, amending OMC Title 2, Chapter 2, Section 3, Pertaining to the Police Civil Service Commission Secretary.

CITY OF ORTING
WASHINGTON
ORDINANCE NO.
2018-1021

**AN ORDINANCE OF THE CITY OF ORTING,
WASHINGTON, AMENDING ORTING MUNICIPAL CODE
TITLE 2, CHAPTER 2, SECTION 3, PERTAINING TO
POLICE CIVIL SERVICE COMMISSION SECRETARY;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING
AN EFFECTIVE DATE**

WHEREAS, the City of Orting is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington; and

WHEREAS, pursuant to Ch. 41.12 RCW, the City is required to provide a Civil Service Commission (the “Commission”) to provide a system for the selection of capable police officers for the Orting Police Department; and

WHEREAS, the City has codified the creation and composition of the Civil Service Commission, in accordance with Ch. 41.12 RCW, at Orting Municipal Code (“OMC”) Title 2, Chapter 2; and

WHEREAS, pursuant to RCW 41.12.040, the Commission shall appoint a secretary and chief examiner for the Commission; and

WHEREAS, OMC 2-2-3 currently restricts the eligible candidates for appointment to the position of secretary and chief examiner to “persons already in the service of the city”; and

WHEREAS, the City does not consistently have sufficient staffing to provide a current City employee to serve the Commission in the role of secretary and chief examiner; and

WHEREAS, state law permits the Commission to appoint from all properly qualified citizens of the city, or from persons already in the service of the city, as the commission may decide; and

WHEREAS, the City Council desires to amend OMC 2-2-3 so as to authorize the Commission to exercise its appointment authority as broadly as is permitted under state law, so as to ensure an adequately-sized pool of candidates; and

WHEREAS, the City Council has considered this Ordinance, and has determined that the proposed action will not adversely affect the public health, safety, or general welfare, and is in the best interest of the citizens of the City; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ORTING,
WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. OMC Section 2-2-3, Amended. OMC Section 2-2-3, Organization; Officers, is hereby amended to read as follows:

OMC 2-2-3: ORGANIZATION; OFFICERS:

A. Chairperson Designated; Meetings: Immediately after appointment of the commission, the members shall organize by electing one of its members as chairperson and hold meetings as may be required for the proper discharge of their duties.

B. Secretary:

1. Appointment; Duties: The commission shall appoint a secretary and chief examiner who shall keep the records for the commission, preserve all reports made to it, superintend and keep a record of all examinations held under its direction, and perform such other duties as the commission may prescribe pursuant to this chapter. The secretary and chief examiner shall be appointed pursuant to RCW 41.12.040.

~~2. Compensation: The secretary shall be appointed by the commission from among persons already in the service of the city.~~

~~3. Suspension Or Discharge: The secretary may be subject to suspension, reduction, or discharge as relates to his/her duties for the commission in the same manner and subject to the same limitations as are provided in the case of members of the police department.~~

Section 2. Severability: Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A GENERAL MEETING THEREOF ON THE _____ DAY OF _____, 2018.

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Jane Montgomery, City Clerk

Approved as to form:

Charlotte A. Archer
Kenyon Disend PLLC
City Attorney

Filed with the City Clerk:
Passed by the City Council:
Date of Publication:
Effective Date:



**City Of Orting
Council Agenda Summary Sheet**

AB18-10 SUBJECT: Appointment of Planning Commissioner.	Agenda Item #:	2018-10
	For Agenda of:	1/31/18
	Department:	Administration
	Date Submitted:	01.25.18

Orting Staff & Professional Representatives			
Mayor, Joshua Penner	x	Cost of Item:	<u> \$0 </u>
City Administrator, Mark Bethune	x	Amount Budgeted:	<u> \$0 </u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u> \$0 </u>
City Clerk, Jane Montgomery	X	Timeline:	
Finance Director, Scott Larson		BARS:	
Police Chief, Bill Drake		Fiscal Note:	<i>N/A</i>
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: Resume
SUMMARY STATEMENT: <i>There is currently a vacancy on the Planning Commission.</i> <i>Per the City Code:</i> There is hereby created, in accordance with Revised Code of Washington 35A.63, a planning commission for the city which will consist of seven (7) members, two (2) of whom may be nonresident owners of real property within the city, to be appointed by the mayor with the consent of the council. (Ord. 783, 1-8-2004)
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: <i>N/A</i>
RECOMMENDED ACTION: <i>Motion- To confirm the Mayor's appointment of Chris Hopfauf to the position of Planning Commissioner.</i>

Planning Commission Letter of Interest

Chris Hopfauf
201 Eldredge Av Sw
P.O. Box 1702
Orting WA. 98360

RECEIVED
JAN 24 2018
CITY OF ORTING

To whom it may concern,

I am very interested in being appointed to and serving on the City of Orting Planning Commission. I feel that my 26+ years of construction experience, blue print reading, along with several years in the sign business coupled with my desire to see Orting move forward in a positive direction would be an asset to our great little city. I am excited about the future of Orting and, if appointed, would look forward to serving with the current Commissioners to ensure that Orting retains its small-town charm while protecting our fragile environment and addressing the challenges of an ever-changing landscape.

Attached is my resume which includes further job and education related information concerning my qualifications to obtain an appointment to the Planning Commission.

Sincerely,
Chris Hopfauf



Commission Application

City of Orting - Office of the City Clerk
PO Box 489-110 Train St., Orting, WA 98360
Phone: (360) 893-2219 - Fax: (360) 893-6809
www.cityoforting.org

FOR CITY CLERK USE ONLY:

Name: Chris Hopfauf Date: 1-22-18

Mailing Address: P.O. Box 1702 Orting WA 98360

Phone: [REDACTED] Alt. Phone: —

Best time to contact you: 7am - 10 pm Email Address: [REDACTED]

How long at Residence: 14 years

Commission desired: 1.) Planning Commission
2.) —

Reason you are interested in serving: I am very much interested in being involved with the decisions regarding Orting's growth management, transportation and environmental issues

Previous community activities: OSTOP member, Coaching kids with Parks + Recs, Red Hat Days Committee, Community Patrol Organizer, Daffodil Float, WATCH Docs, Orting Rock Festival

Applicable education, occupational, and specialized experience: Been watching Orting grow since 1979

Commissions make recommendations regarding monetary expenditures and/or benefits to certain areas of the Community.

1.) Can you foresee possible conflicts of interest with any of your current employment or civic positions: No

2.) When making these recommendations do you feel you could be impartial and base your decision on the overall need and benefit of the Community: Yes

Are there any days or evenings you are unavailable to meet?: Wed. City Council Night, Thurs Drum lessons - Flexible

Signature of Applicant: Christopher A Hopfauf

Date: 1-22-18

Please return completed form and any additional information to:
City of Orting - Attn: City Clerk, 110 Train St. SE, PO Box 489, Orting, WA 98360
For more information, please call (360)893-2219

Chris Hopfauf

P.O. Box 1702, Orting, WA 98360 | [REDACTED]

Objective

Seeking to be appointed to the Orting Planning Commission with the term commencing early in 2018 and expiring December 31, 2020.

Education

1.5 YEARS FORMAL EDUCATION/CONSTRUCTION MANAGEMENT | 2011-2013 | PIERCE COLLEGE

- One and a half years of formal education in Construction Management.
- Related coursework: English Composition & Technical Writing, Accounting, Math, Public Speaking, Human Relations in the Workplace and Economics. Construction specific classes include: Blueprint Reading, Materials & Methods, Construction Safety and Accident Prevention, Sustainability, Project Management, Scheduling, Business and Construction Codes.

HIGH SCHOOL DIPLOMA | 1982 | ORTING HIGH SCHOOL

Skills & Abilities

MANAGEMENT/LEADERSHIP

- Maintained quality control for construction projects. Achieved certificate from the Association of General Contractors and Army Corps of Engineers. Trained/mentored and managed small teams of construction workers. Coordinating traffic control plans with various cities and job sites. Assisted in managing safety programs and concerns.

COMPUTER SKILLS

- Familiar with Microsoft Word, Excel, Outlook and PowerPoint.

HEAVY EQUIPMENT OPERATION

- Proficient in the operation of variety of construction equipment including: excavator, bulldozer, onsite dump truck, roller, backhoe, loader, boom truck, crane, etc.

PERSONAL ATTRIBUTES

- Communication skills, ability to work with a diverse population and motivate a team mentality through positive reinforcement. Coordinate organization, safety and planning tasks. Successfully maintain budget and scheduling without incident.

Experience

LABORER/HEAVY EQUIPMENT OPERATOR | DSE EXCAVATING | 2014-2015

- Laborer for residential construction. Analyze and interpret blueprints. Prepare construction site, dig foundation and install underground utilities. Backfill construction site.

LABORER/HEAVY EQUIPMENT OPERATOR | RODARTE CONSTRUCTION | 2011

- Responsible for driving trucks on site, underground utilities, blueprint analyzing, running grades. Minor concrete work including sidewalks and curbs/gutters.

LABORER/HEAVY EQUIPMENT OPERATOR/SAFETY OFFICER/QUALITY CONTROL ASSISTANT | WHH CONSTRUCTION | 2008-2010

- Acted as pipelayer for underground utilities, prepare site for beginning construction through finalized landscape. Operated all heavy equipment on job site. Managed quality control in partnership with Army Corps of Engineers. Managed safety plan for weekly tasks. Run safety meetings and patrol job site for potential safety issues.

LABORER/HEAVY EQUIPMENT OPERATOR | ELCON ELECTRICAL | 2004-2007

- Underground utility work for state DOT highways, fiberoptic and traffic control, freeway signage installation and heavy equipment operation. Installation of electrical streetlights. Managing product and inventory for projects.

PREVIOUSLY CERTIFIED IN:

- U.S Army Corps of Engineers Construction Quality Management for Association of General Contractors
- Lead in Construction Safety Training, O.S.H.A. 30-hour Safety Training
- Flagger Certification
- Forklift Certification
- Boom Truck Certification

References Available Upon Request

PLANNING COMMISSION VACANCY

The City of Orting is seeking applicants for the Planning Commission to fill an unexpired four-year term. The term for this position will commence when filled, and will expire December 31, 2020. Members are appointed by the Mayor and confirmed by the City Council.

The Planning Commission consists of seven (7) members. The Planning Commission's role is to promote and coordinate comprehensive long-range planning, growth-management, transportation, and environmental protection. The Planning Commission upholds and approves all Architectural Designs for various types of building and signage. Commission recommendations are on land use issues and Municipal Code changes and forwarded to the Council for its consideration, whether a recommendation to approve or deny.

If you are interested in volunteering to be on the City of Orting Planning Commission, please submit a Commission Application and letter of interest to City of Orting, Attn: City Clerk, 110 Train St. SE, PO Box 489, Orting, WA 98360; or by email to jmontgomery@cityoforting.org To be considered for this position applications need to be received by 4:30 p.m. on January 24th, 2018.

Posted January 12, 2018