

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
Special Meeting & Study Session Minutes
Orting Multi-Purpose Center
202 Washington Ave. S, Orting, WA
September 19th, 2018
6pm

CHAIR, DEPUTY MAYOR DAVE HARMAN
SPECIAL MEETING STARTS AT 6PM FOLLOWED BY STUDY SESSION.

SPECIAL MEETING

1. CALL MEETING TO ORDER PLEDGE AND ROLL CALL.

Deputy Mayor Harman called the meeting to order at 6:02pm. Councilmember Gunther led the Pledge of allegiance.

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

Staff Present: Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Greg Reed, PW Director, JC Hungerford, City Engineer.

2. GEO TECH STUDY FOR FUTURE CITY HALL PROPERTY- RESOLUTION NO 2018-13.

Administrator Bethune briefed regarding a request for an environmental assessment at the future site for City Hall/Police/Court Facilities. Contaminated soil may be present at that site. When a geotechnical analysis was done for the building foundation and stormwater design, the scent of petroleum was present. It is believed to be gas or diesel, but further testing is needed to determine what may be present and what levels. Historic records show that there are two existing fuel tanks on the property that were closed in place per Washington Department of Ecology records. The City received 3 proposals and Council was provided the bid from PBS Engineering & Environmental Inc. This assessment will assess soil and groundwater conditions in the vicinity of the removed structure. City Administrator Bethune also briefed on the request to deviate from the purchasing policy.

Councilmember Drennen made a motion to Approve Resolution No. 2018-13, A Resolution of the City of Orting, Authorizing Deviation from the Purchasing Policy for Professional Service of Geotechnical Engineering Services. Second by Councilmember McDonald. Motion passed (7-0).

Councilmember McDonald made a motion to Authorize The Mayor To Enter Into A Contract With PBS Engineering & Environmental Inc., For Phase II Environmental Site Assessment contract In The Amount Of \$9, 575.00. Second by Councilmember Kelly. Motion passed (7-0)

3. ADJOURNMENT

Councilmember McDonald made a motion to Adjourn. Second by Councilmember Hogan. Motion passed (7-0).

Deputy Mayor Harman adjourned the special meeting at 6:10pm.

STUDY SESSION

1. CALL MEETING TO ORDER

Deputy Mayor Harman opened the study session at 6:10pm.

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

Staff Present: Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Greg Reed, PW Director, JC Hungerford, City Engineer.

2. COMMITTEE REPORTS

Public Works

Councilmember Drennen briefed that the Committee continues to work on the following projects: Kansas St, and SW Connector. Actions that are moving forward are: Emergency Evacuation Bridge, alternative alignments of Kansas Street.

Public Safety

Councilmember Kelly briefed that at the last meeting they talked about the delivery of Police Vehicles which will be sometime this month or the next. They reviewed a list of fees that are charged for citations and infractions. Councilmember Hogan briefed that they are still working on the Recreational Vehicle Ordinance.

Community and Government Affairs

No report, items are all on the agenda.

3. STAFF REPORTS

Administrator Bethune briefed on the following:

- Work continues on facilities and he will be meeting with Helix about the City Hall project, and will come up with budget numbers for the budget retreat in October;
- The pole barn has been ordered for the Public Works Facility and they will come up with a maximum cost which will be presented to Council in October;
- City staff will be part of an earthquake drill on October 18th at 10:18am.

Public Works Director Greg Reed briefed on the following:

- Repairs being made to the Water Treatment Plant;
- Bid out for trees to be removed from Cemetery and trimming the lawn;
- Break in at lower Harman station;
- Interviews for Building Official will be tomorrow the 20th;
- Interviews for Maintenance worker 1 will be a week after that;
- McDonalds meter had to be switched out;
- Well three is now off line with no issues;
- Staff is preparing for the asset management system which will be active soon.

Councilmember Drennen asked about recent incidents on the trail just outside City limits. Mayor Penner shared briefly on two incidents and stated that they are being investigated. Chief Gard is working to put on a self-defense class which will take place sometime in November. Patrols have been stepped up even though the incidents are outside city limits. They are working with South Sound 911 to call OPD in incidents that are so close to town.

Deputy Mayor Harman asked to move item 5 E up before item 5A as Mr. Hungerford needed to leave the meeting early. Council agreed.

4. AGENDA ITEMS

E. AB18-82-Gratzer Ballfield- Engineering Design Scope and Budget

JC Hungerford briefed on the scope and budget for design and permitting for Gratzer Park. A grant was received from the Department of Commerce to build a multipurpose field. The City got an extension until June of 2019. Design should be done by December. This includes the cost of permits.

Action: Move to consent agenda for the September 26th meeting.

A. AB18-78- Red Hat Days- Sponsorship Application

Red Hat Days made application for sponsorship to the Community and Government Affairs Committee. The Committee moved this forward with a recommendation to approve sponsorship. This is a Tier II sponsorship. They do have to ensure that the use of alcohol is only within the restricted areas. Insurance was provided.

Action: Move forward to the consent agenda for the September 26th meeting.

B. AB18-79-Grant Requests.

Councilmember Gunther briefed that the Mayor requested that Grants for 2019 be approximately 1% of the budget; which comes to approximately \$40,000. The total amount in grant requests comes to \$50,000. The Committee came up with the following recommendations for awards:

- Chamber of Commerce/Orting Community Float- \$2,500
- Farmers Market- \$3,500
- Food Bank- \$3,000
- Opportunity Center, DBA The Haven-\$10,000
- Orting Historical Society-\$500
- Senior Center-\$13,000
- Tacoma/Orting Recovery Café-\$10,000

Those recommendations add up to \$42,500. The Mayor stated that the recommendations will be brought back at budget time and will be up to Council to determine. He stated this figure still reflects the 1% goal and will be helpful to reduce discussions at budget season.

Councilmember Drennen would like the reporting of grant recipients to be more in line with celebrating their success and contribution to the Community, rather than them thanking the City for the grant funds.

C. AB18-80- Business Licensing

Administrator Bethune briefed on the proposal to use the State for the processing of City business licenses. This is currently managed by staff. This will require a change to the City's business licensing code. Council was also asked to consider the price we charge for a business license. The Mayor and staff are recommending a two tiered business license structure of \$50 per year for business that have revenue of more than \$10,000 per year, and \$0 for those with revenue of less than \$10,000 per year. There is no fee to the City for this service. This would be effective in 2019. Discussion followed.

Action: Council consensus was to move this forward to the consent agenda for the 26th with the recommended price structure. Page 5 should be checked to see if it should say apply to the City administrator.

D. AB18-81-Approve Sole Source Vender Bay Valve.

City Administrator Bethune briefed on this agenda bill item. As part of our new Purchasing Policy, we are having to approve sole source vendors as their services are procured throughout the year. This request would approve Bay Valve as the sole source provider of Litorque Blue Ribbon Services, to complete repair and maintenance work on the gear boxes

that drive a number of the valves at our wastewater treatment plant. Action: Move forward to the consent agenda for the Council meeting of September 26th, 2018.

F. City Facilities

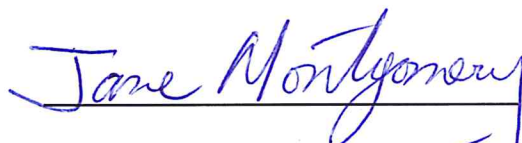
Administrator Bethune pulled this item from the agenda.

5. ADJOURNMENT

Councilmember McDonald made a motion to Adjourn. Second by Councilmember Gehring. Motion passed (7-0).

Deputy Mayor Harman adjourned the meeting at 7:16pm.

ATTEST:



Jane Montgomery, City Clerk, CMC



Joshua Penner, Mayor