

**CITY OF ORTING**  
**PUBLIC WORKS COMMITTEE MINUTES**  
**February 7, 2018 9:30 a.m.**

Councilmember Penner called the meeting to order at 9:30 a.m. in the Meeting Room at City Hall.

**ATTENDANCE:**

Elected Officials: Present, Councilmember Harman,

City Employees: Present, Public Works Director Dean Kaelin, City Administrator Mark Bethune, Secretary Laura Hinds and City Treasurer Scott Larson; Building Official Ken Wolfe

Professional Representatives: Parametrix Engineer JC Hungerford

Guests: None

**1. MINUTES:**

Councilmember (CM) Harman moved to approve the minutes of December 6, 2017 as prepared.

**2. Guests & Policy Issues:**

- A. DRAFT – Comcast Franchise Agreement** – Charlotte Archer – JC spoke on behalf of Attorney Archer; it was decided to send the Draft Franchise Agreement to Council for its first read at next Council meeting.
- B. 178<sup>th</sup> Street E. Water Line** – A survey will take place on January 5, 2018. Parametrix has requested maps from Pierce County to assist in survey.
- C. Sale of Tax Parcel #0519362003 (Wingate Springs)** – Sale of Parcel is complete and funds have been received. The short-plat information has not been received yet.

**3. Water:**

- A. Capital Improvement Plan (CIP):** CIP Ongoing – The County approved of the water system plan. Needs final approval from Washington State Department of Health. Once approved, then to Council for adoption.
- B. Orville Rd. E. Easement Request:** Project for water transmission line is complete. The contractor is currently working with property owner to full fill the agreements between the City and property owners who provided the easements, such as fence, driveway access and installing backflow assemblies. Pierce county submitted a punch-list of a few minor things to address. The entire project should be complete my mid-February.

- C. **Water Meter Policy Update:** Dean commented that the 2018 budget reflects \$45,000 to set-aside for a 5-year plan to upgrade the entire system. Options to look at Neptune for finance plans and other water meter manufacturers for system upgrade should be considered. Scott would like to have an RFP to review options and see what costs could be.

**4. Wastewater Utilities Update Items:**

- A. **Capital Improvement Plan (CIP):** CIP: Ongoing – See 4.A. – NO UPDATES
- B. **I&I Rehabilitation Projects:**
  - Eldredge Av SW:* Project is complete and pending final billing. Videos of broken lines will be provided to Dean for City file.
  - Clean and camera of City sewer lines:* An RFP will need to go out in next 30 days or so.
- C. **Solids Recovery/De-watering and Application:**
  - City received a letter from Department of Ecology regarding the spill incident on Hwy 2 by the contracted truck driver hauling City solids to an approved location in Eastern Washington.
  - The letter outlined violations:
    - Truck driver did not take approved route to location
    - Truck driver did not report incident within 24 hours
    - Spill was not cleaned up until after significant delay
  - Corrective Actions:
    - Immediately upon receiving this letter, City shall meet with all necessary staff to review its spill plan and discuss internal communications plan.
    - On or before January 31st, a response needs to be made back to Ecology with significant findings, communications plan and corrective actions by City.
- D. **WWTP Electrical Audit for Elec. Systems:** The audit was approved by Council. Parametrix will be onsite this month to start the audit.

**5. Storm Water Utilities:**

- A. **Capital Improvement Plan (CIP):** CIP: Ongoing – See 4.A
- B. **Calistoga Setback Levee:**
  - Site Progress:* No Update from Pierce County.
  - LAMP:* A conference call with the LAMP officials, who are reviewing the maps took place in December. They presented their preliminary modeling results, the scenarios discussed makes thee levee appear worse than it is. The scenarios either

don't include the left bank levee or the right bank. Or without the Calistoga Levee in place. The next step is LAMP will submit a model to review, providing an option of what avenue the City wants move towards for certification. 1. Soundreach for the levee which was designed to FEMA standards and 2. To include Pierce County upstream of the Ford Levee needs higher freeboard to tie-in to Calistoga Levee.

Next step is to see if the County will partner with the City to improve the Ford Levee upstream of Orting.

JC asked LAMP what is the time frame the City could see revised mapping and the answer was 2019 but cannot commit to any date.

**C. Village Green  
Outfall:**

JC commented that Parametrix is working on a preliminary design. The grant is for preliminary engineering for the design. Once complete the City has been awarded additional funding for construction.

**6. Capital Facilities:**

**A. Public Works  
Admin. Office and  
Utility Shop:**

JC met with Mark and Dean to discuss final design needs. Parametrix is working on the RFP.

**7. Operations & Maintenance Monthly Updates: Dean Kaelin**

- **Harman Way S sidewalk standing water issue:** Adding a French drain in ROW w/ basins to collect at city stormwater system.
  - Use streets and stormwater budget and possibly traffic impact fess & TBD to help fund the project.
  - Cost for the project has not been determined
  
- **Water System Pump Operations during/after earthquake** – Dean commented a valve exercise program to determine which valves need replacing on an annual basis. This will keep costs down.
  - CM Penner suggested looking into non-public Wi-Fi specifically for utility use at previous meeting
  - JC will research policies from other Cities to see what different approaches could look like.
  
- **Orville Rd E Cross-Connection:** See 4.B (Pape` is working with property owners to install backflow assemblies) Most of the backflow assemblies have been installed. The City has only received 2 out of the 7 test reports.
  
- **Noble Lane SW vegetation:**  
The vegetation issue was cleared in the area near the highway. There is still a section of the ditch that is considered in City Limits and has not had the vegetation cleared. Code Enforcement is working on this issue.

- **Vegetation removal by Goats: DECEMBER Meeting Notes:** The Pierce County stormwater Maintenance Manual has a section on goat use for vegetation removal. There are several requirements and a plan must be written and approved by Ecology before allowing the use of goats.
  - JC would like to know what the overall cost could look like.
  - Proposing a pilot project at River's Edge
  - And addressing some of the requirements that are noted in PC SW Manual.
    - Shelter & water
    - Monitoring, at what extent
    - Fenced area only
    - Removal of droppings (goat owner or agency)

**JANUARY Meeting Notes:** Dean commented that he met with several adjacent property owners and found there was a positive response for having goats in retention ponds. More research with Ecology and to determine costs. JC recommends doing a pilot project on one pond at first.

## 8. Round Table

- Dean mentioned he received two requests for water availability on a parcel across from Baxter Manufacturing. The property is not in the water service area but could be by contacting the County and going through the proper channel. One of the requests made for an off-season high water use at 20 gallons per minute and during the summer would require 45 gallons per minute. The City most likely cannot provide due to water rights & usage. JC will confirm the City's instantaneous water rights are and what the City can legally provide for that zone.
- Scott mentioned the new rate resolution had a calculation error. The revised resolution will go to Council on January 10, 2018 for adoption.

## 9. Meeting Adjourn:

CM Harman motioned to adjourn the meeting at 10:34 am.

**ATTEST:**

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Secretary Laura Hinds

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Chairperson Dave Harman