

Committee Members

Councilmember Scott Drennen
Councilmember Michelle Gehring
City Administrator Mark Bethune
PW Director
Building Official Ken Wolfe
Engineer JC Hungerford
Secretary Laura Hinds

City of Orting Public Works Committee
AGENDA



Thursday April 5, 2018 – 9:30 a.m.

Multi-Purpose Center/Library Meeting Room @ 202 Washington Avenue South

Call Meeting to Order

Roll Call

Approval of Minutes

Public Comment

TRANSPORTATION:

Facilitator: Council Member Drennen

1. Guests & Policy Issues

- A. (5 min.) Traffic Calming Application and Committee Approved Policy Update – Mark Bethune**
- B. (5 min.) Pierce Transit Van Share – Mark Bethune**

2. Phase I - SR162 Bridge – CM Drennen

- A. (1 min.) State DOT Funding Status- JC Hungerford /Sam Colorossi**
- B. (5 min.) Phase 1 SR162 Scope of Work Proposal 90% Design – Scott Drennen / JC Hungerford**

3. Transportation Benefit District (TBD) –

- A. (15 min.) Sidewalk Improvement Plan – Mark Bethune**

4. Capital Improvement

- A. (15 min.) Kansas St SW Upgrade Scope & Budget Proposal 30% Pre-Design –JC Hungerford**
- B. (1 min.) Transportation Improvement Board (TIB): JC Hungerford**
 - Washington Ave N - 2-Way Left Turn Lane Update
- C. (5 min.) Whitehawk South-West Connector ROW Update - JC Hungerford**
- D. (10 min.) Transportation Master Plan – JC Hungerford**

5. Operations & Maintenance:

NO REPORT

Recess 5 minutes

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**Thursday April 5, 2018, – 9:30 a.m.
Multi-Purpose Center/Library Meeting Room @ 202 Washington Avenue South**

UTILITIES

Facilitator: Council Member Gehring

- 6. Guests & Policy Issues**
 - A. (5 min.) Staffing Report – **Mark Bethune**
 - Water Operating in Training Job Description

- 7. Water**
NO REPORT

- 8. Wastewater**
 - A. (1 min.) Solids Spill Resolution – **JC Hungerford**
 - B. (15 min.) I&I Projects – **Laura Hinds**
 - CCTV and Clean City Sewer Mains RFP

- 9. Stormwater**
 - A. (1 min.) Calistoga Setback Levee Updates: - **JC Hungerford**
 - LAMP Process

- 10. Operations & Maintenance (Public Works Supervisor/Director)**
NO REPORT

- 11. Capital Facilities Update**
 - A. (5 min.) New Public Works Shop Update – **Mark Bethune**

- 12. Technologies**
NO REPORT

- 13. Round Table**

- 14. Meeting Summary / Action Items / Set Next Agenda**

- 15. Adjourn**

Neighborhood Traffic Calming Requests & Steps

(Revised 3/7/18 by TC)

1. **Application:** One-on-one meeting with Public Work Staff
2. **Community Support:** Installation of any type (Citizen requested, temporary or permanent) of traffic calming device requires support from the residents of the affected area before construction. Responsibility for completion of this step lies with the community and involves the following:
 1. An individual or group must make a request to the TC be included for consideration of a neighborhood traffic calming measure.
 2. The City of Orting Transportation Committee (TC) will review requests for comments and recommendations.
 3. If the neighborhood decides to proceed, petition forms will be given to the applicants and signatures must be gathered from at least 60% of the property owners, (*renters can sign the petition, however the property owners will be contacted by the applicants and a decision to support or oppose the project shall supersede the renters choice*) and businesses (property or business owner) within two blocks on street to have the device of the proposed traffic calming measure. (*Some streets may be unique and may require the transportation committee to make an exception to this policy: i.e.: not all streets have a two block radius.*) Only one signature per household is needed. The petition must show whether the signature is from an owner or renter. Signed petitions must be delivered to the TC. The applicants must provide a list of all owners/renters within the 2 block area as well as those who have signed petition.
2. **Community Meeting:** A meeting will be scheduled by the TC to discuss the project.
 1. Petition will be put on the TC agenda and a meeting will be scheduled for neighborhood input to discuss safety concerns. It will be up to the applicants to provide invitations to the neighborhood.
 2. Phase 1 and phase 2 options will be presented and discussed.
 - Phase 1—Addresses neighborhood traffic concerns by taking minor measures such as the installation of signs, striping, and/or pavement markings.
 - Financing: Given sufficient funds are available in the Streets fund, the TC is authorized to implement phase 1 strategies. If funds are not available the TC will recommend funding in the next fiscal budget through the City Council.
 - Phase 2—Addresses traffic concerns with more restrictive physical measures such as speed bumps or other measures that require capital funds.
 - Financing: If the TC recommends approval of a phase 2 project, it will be submitted to the City Council for budget consideration. The Council has the authority to amend the current year's budget and to add the capital project or to include the project in the next fiscal year given adequate funds.
3. All traffic calming devices shall meet MUTCD Standards
4. Traffic Calming option installed as approved.
5. **Timeline:** The committee understands that it can take several weeks to gain community support, to attend meetings to show why the traffic calming measure is necessary and to look for approval at Council level. With this in mind, the committee also needs the petitioners to understand that if a neighborhood representative should not attend 2 or more consecutive COTC meetings, then the project will be dismissed and removed from the monthly agenda, unless otherwise notified that attendance is not required. The neighborhood will be required to start the request over.
6. Applicants can appeal TC decisions to the City Council.

3A

GRINDING SIDEWALKS FOR TRIP HAZARDS

Location	Grinding 1" up	Grinding all Identified Areas	
Zone #1 NE area (old town)	\$980.63	\$3,765.94	
Zone #2 SE area (old town)	\$2,305.55	\$8,422.03	
Zone #3 SW area (old town & Calistoga Place)	\$10,176.68	\$25,290.00	
Zone #4 NW area (whitehawk)	\$5,301.22	\$7,489.00	
Zone #5 (Hidden Lakes)	\$1,773.73	\$6,805.97	
Zone #6 (Village Green)	\$3,348.28	\$3,348.28	
TOTAL	\$23,886.09	\$55,121.22	
Zones 1, 2, 5, 6	\$8,407.89	plus Zone 4 = \$13709	

SIDEWALK REPLACEMENT

Location	Sq Yd	Material & Labor Cost	
Zone #1 (NE area)	87	\$16,645.00	
Zone #2 (SE area)	114	\$10,600.00	
Zone #3 (SW area)	176	\$22,800.00	
Zone #4 (NW area)	42	\$8,100.00	
Zone #5 (Hidden Lakes)	12	\$2,300.00	
Zone #6 (Village Green)	13	\$2,500.00	
TOTAL	444	\$62,945.00	

Budget Line Item	BARS	Budget	Current Fund Balance
R&M Sidewalks	101.542.30.48.07	\$8,500	\$8,500.00
Cap/Out Sidewalk Program	101.594.42.63.03	\$5,000	\$3,897.82
		Total	\$12,397.82
TBD Sidewalks Project	108.508.10.00.02	0	0
TBD Streets Projects	108.595.30.63.01	109301.4	109301.4

6. A



**City Of Orting
Council Agenda Summary Sheet**

Subject: Water Operator in Training Job Description and Pay Range Approval		Committee	Study Session	Council
	Agenda Item #: (Clerk will assign)	N/A		
	For Agenda of:	04/04/2018		
	Department:	Public Works/HR		
	Date Submitted:	03/23/2018		

Cost of Item: N/A

Amount Budgeted: N/A

Unexpended Balance: N/A

Bars #: N/A

Timeline:

Submitted By: Mark Barfield/Scott Larson

Fiscal Note: Pay would be less than an entry level Water Operator

Attachments: Water Operator in Training – Job Description

SUMMARY STATEMENT:

The City has struggled over the past few months to fill open Water and Wastewater positions with qualified candidates. Due to our need to fill open positions, we are recommending creating a new classification in our Water and Wastewater job classification called Water Operator in Training. The successful applicant would be required to get a Department of Health Water Distribution Manager I – In Training license within six months and start to show mastery of in the requirements of a Water Operator I within twelve months. The major intent of this position is to give our Maintenance Workers a means of advancement into a Water Operator position.

Pay range for this position would be row 15 on our wage matrix (the same pay range as Maintenance Worker II's are paid at) which would be \$21.05 to \$25.89 per hour.

RECOMMENDED ACTION: Stay in Committee/Move to SS/ Back to Committee/ or Advance To Consent Agenda For The Council Meeting Of _____.

(Please designate a point person, and outline required actions in this box. A copy of this sheet must be returned to the City Clerk in electronic format when the item is ready to go to study session or from SS to Council meeting)

S.A



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY
P.O. Box 47775 • Olympia, Washington 98504-7775 • (360) 407-6300

March 22, 2018

Mr. Joachim Pestinger
Mayor
City of Orting WWTP
P.O. Box 489
Orting, WA 98360

RE: Completion of Notice of Correction Corrective Actions

Dear Mr. Pestinger:

This letter is a follow up to the Notice of Correction (#15575) issued on December 22, 2017, in which Ecology directed the city to conduct a meeting to assess communication breakdowns and identify procedures for improvement. The city submitted a letter, per this requirement, on January 12, 2018. We have completed a review of your letter discussing significant conclusions and findings related to the meeting held on January 3, 2018, and find it acceptable to satisfy the Corrective Actions identified.

Should you have any questions, feel free to contact either Kelsey Dunne (kdun461@ecy.wa.gov) Peter Lyon (plyo461@ecy.wa.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "K Dunne".

Kelsey Dunne
Southwest Regional Biosolids Coordinator
Waste 2 Resources Program

cc: Denis Rundle, Orting WWTP
JC Hungerford, Parametrix

8.13



**City Of Orting
Council Agenda Summary Sheet**

Subject: To Advertise Clean and Camera City Sewer Mains RFP		Committee	Study Session	Council
	Agenda Item #: (Clerk will assign)	N/A		
	For Agenda of:	04/04/18		
	Department:	Public Works		
	Date Submitted:	3/29/18		
Cost of Item:	<u>\$150,00 est</u>			
Amount Budgeted:	<u>\$250,000</u>			
Unexpended Balance:	<u>\$250,000</u>			
Bars #:	408-594-35-63-16			
Timeline:				
Submitted By:	Laura Hinds			
Fiscal Note:				
Attachments:	<p>SUMMARY STATEMENT: Department of Ecology requires inspection and cleaning of City Sewer mains to identify inflow and infiltration of its sewer mains. Identification will be by use of CCTV (camera). This will determine future projects to budget for, and to identify areas requiring either replacement of re-lining. Cleaning of the sewer mains will increase capacity and clear any blockages. Cleaning and camera of sewer mains hasn't occurred since 2008. Several projects were completed in the last 10 years as a result of that last project.</p>			
RECOMMENDED ACTION:	Stay in Committee/Move to SS/ Back to Committee/ or Advance To Consent Agenda For The Council Meeting Of _____.			
<p><i>(Please designate a point person, and outline required actions in this box. A copy of this sheet must be returned to the City Clerk in electronic format when the item is ready to go to study session or from SS to Council meeting)</i></p>				