

CITY OF ORTING
PUBLIC WORKS COMMITTEE MINUTES
October 3, 2018 9:30 a.m.

Councilmember Drennen called the meeting to order at 9:32 a.m.,
in the Meeting Room at MPC/Library, 202 Washington Ave. S

ATTENDANCE:

Elected Officials: Present, Councilmember Drennen and Councilmember Gehring

City Employees: Present, PW Director Greg Reed, City Administrator Mark Bethune, Building Official Tim Lincoln and Secretary Laura Hinds; Chief Chris Gard and City Treasurer Scott Larson excused.

Professional Representatives: Present, Parametrix Engineer JC Hungerford

Guests: Present, Chris Hopfauf

Approval of Minutes:

Councilmember (CM) Drennen moved to approve the minutes of August 1, 2018 as prepared.

TRANSPORTATION:

Facilitator: Councilmember Drennen

1. Guests & Policy Issues:

A. Jenna Leonard, 104 Balmer Av SW – Request for Calming Traffic Device: Since the September meeting a speed warning sign has been installed. Ms. Leonard called Laura thanking her for the speed warning signs and that it seems to be working. She also mentioned that she will be handing off the traffic calming request to someone within the community to take lead of the request.

2. Phase 1 – SR 162 Bridge

A. State DOT Funding Status: No Update

B. Phase 1 SR 162 Bridge Crossing, Scope of Work Proposal 90% design: JC commented that the Geotech is under contract and will be onsite October 8th to start drilling for the geotechnical analysis.

C. Rocky Road NE Easement Status – Appraisal: SH&H provided an appraisal for a small section of land from the Engfer / Gratzler land. This 32 feet of land will help shift Rocky Rd NE over to allow room for the bridge landing and then taper back.
JC mentioned that a NEPA process needs to take place prior to purchasing the property. However, the current property owner is in the middle of a potential sale of the main property and may not allow for the NEPA process as it may complicate the sale.

D. Treasurer Report: No Update

3. Transportation Benefit District (TBD):

The TBD is a funding mechanism designed to tax City of Orting Residents \$20 per vehicle at time of renewing vehicle licensing tabs; 100% of this tax is returned to the City of Orting where 100% of the funds is used only for repair and maintenance of streets and pedestrian pathways. Please refer to RCW 36.73.010 thru RCW 36.73.180 for more information.

- A. Sidewalk Improvement Plan:** PW will re-bid for sidewalk replacement in 2019. Greg mentioned he found 660 SY for the project.
JC also mention to there may be an opportunity to utilize WSDOT while they have their project of asphalt work going thru the City on SR 162 E. Greg will follow up with WSDOT for options.

4. Capital Improvement

- A. Whitehawk South-West Connector ROW:** JC stated that the funding is in place with WSDOT now. He also mentioned that he and Mark met with WSDOT discussing strategies for moving this project forward.

- B. Kansas St SW Upgrade Scope and Budget Proposal 30% Pre-Design:** Kansas Ave SW project will not score well with TIB until it receives a higher traffic count; which will occur after the Whitehawk SW Connector is complete. JC also discussed the 30% preliminary design and provided today two design options for the intersection of Kansas St SW & Calistoga St W. There are several variables that impact sight issues and crosswalk placement. Mark requested what is the recommendation? JC commented that from a safety perspective, though difficult to hear, a perpendicular intersection in order to help eliminate the sight safety issues. With this alignment, will require easement access or to purchase private property in order to make this a project. Greg mentioned that the water service lines are in desperate need of repair and is requesting that this be part of the design process, as there are several service lines each year requiring maintenance due to leaks.

Scott suggests bringing this to Council study session for discussion and get their feedback.

[Mark mentioned there's been a request by a citizen to have the cross walk moved on Kansas St SW intersecting Calistoga St W. Due to the angle of the road approach (Kansas St SW) to Calistoga causes the crosswalk to sit at an angle, provides for a blind spot to drivers who are turning right on to Kansas. The drivers cannot see pedestrians very well, therefore there has been some close calls for serious injury accidents involving pedestrians. Greg and JC mentioned that Federal Highways has strict guidelines for moving the crosswalk. Also the request for where to move the crosswalk (towards Coe Lane SW) would align with driveways on the North East side of the street. Therefore, a crosswalk cannot intersect private property driveways.

JC mentioned that the current cross walk may be moved a few feet on the South West side of the street, slightly changing the angle of the crosswalk, and helping eliminate the blind spot for drivers. The blind spot is being created by a power pole.

Greg and JC will go on site today and reach out to the resident making the request for crosswalk improvement]

5. Operations and Maintenance – Greg Reed

No Update

6. Chiefs Report

No Update

UTILITIES

Facilitator: Councilmember Drennen

7. Guests & Policy Issue

- A. **Service Line Warranty** – Mark was approached by a private company, endorsed by National League of Cities that can offer warranties for service line repairs. Greg looked in to this insurance policy, and it's basically a request by the insurance company to solicit/advertise their business thru the City's utility bill, where consumers can read about what they offer.
The committee agrees to discuss with the City Attorney for advice on whether this can be endorsed or not. Greg will also look for more information.
- B. **Vehicle Surplus Resolution** – Greg mentioned that he is working with Code Enforcement officer Larry Isenhart to stage an auction near the Public Safety Building where old police vehicles and public works vehicles can go up for auction. The resolution contains a list of those vehicles and equipment for auction. *This items is ready for discussion & recommendation for approval at study session next week.*
- C. **Vehicle Maintenance and Replacement Policy** – In Scotts Larson's absent, Laura mentioned for Scott that this policy is to control the overall cost of operating and maintain the municipal fleet of vehicles and equipment, and maintain vehicles and equipment in a manner that extends their useful life. Scott is requesting that the policy be a first read; however *the committee agreed to move this item to study session next week for discussion and recommendation for approval.*
- D. **Fence Permits** – Tim Lincoln mentioned that he's been reviewing the City Code for fence permits and fence permit fees. He's found that the City Code does not have an enforcement mechanism in place that supports the permit fee, which is listed on the City's fee list. Furthermore, he states that state building codes (or IBC) do not require a permit for fence permits, for reasons of civil issues. He states that the City would be putting themselves at risk of being involved in a civil issues between neighbors if there should be a disagreement of fence placement and property line issues.
However, the City does have the right to educate and recommend fence heights. The building code requires residential fence permits to remain under 7' high and there are special requirements for corner lots for vehicle line of sight. The City codes also requires fences to have 1' setbacks from sidewalks.
Its still undecided if a fence permit should be required or not. The committee decided to stop the discussion and bring back to the next meeting for further discussion.

8. WATER

No Updates

9. WASTEWATER

- A. **WWTP Electrical Audit for Facility Electrical Systems:** JC discussed the overall assessment provided by an accumulation of data from WWTP personnel who worked with Parametrix engineers to create an assessment. The assessment is a draft and work in progress. There are several suggestion made throughout the assessment that will work well with the new asset management program in order to keep up with annual maintenance and to identify Capital Improvement Projects to budget for.

10. STORMWATER

A. **Calistoga Setback Levee Updates:**

- **LAMP Process** – Ongoing – No Update on the LAMP process.
JC mentioned that he is in discussion with Pierce County who is in the middle of deciding how to mitigate the freeboard deficiency sections of the levee upstream from the Calistoga Setback.

B. **Review SWMP Plan**– Greg and Laura met with Parametrix and requested that they update the 2009 SWMP Plan that is already in place.

C. **Review Stormwater Ord., Including Appendix 1:** JC presented required code revisions for Titles 1-15 to include LID technology & regulations. Title 9 has the most revisions. JC recommends the committee review and comment at its next meeting in November. Laura will be forwarding the draft revisions to DOE this afternoon for review.

D. **Calistoga St W Stormwater Scope & Budget** – JC presented a scope of Work for Calistoga Street W improvements of its stormwater infrastructure. There are many areas of crushed stormwater pipes and most notable is that the line itself is under sized for the capacity of groundwater it takes in. *This item will move to Study Session for discussion and approval.*

11. Operations and Maintenance – Greg Reed

A. **Cemetery Tree /Property Damage** – A at risk tree has fallen on private property near the cemetery causing significant damage to the homes structure. The tree has since then been removed. An arborist assessed the trees in this area and identified 3 more trees to remove with another needing limb removal of dead wood. The assessment also identified several more trees to monitor.

Since receiving the assessment, a solicitation for bids has taken place for a contractor to remove the trees identified in the assessment and that of the deadwood.

B. **Harman Springs Chlorine Shack** – Recently, the chlorine shack was broken into. The door was damaged beyond repair. A solicitation for bids has taken place for a contractor to manufacturer a specialized sized door made of steel, rather than wood as per the previous.

C. **Water service lines on Kansas St SW** – Greg mentioned that the service lines on Kansas St SW should be part of the rehabilitation project as noted in the transportation portion of these minutes. (see 4.B)

12. Capital Facilities Update

A. **New Public Works Shop Update:**

- **Guaranteed Maximum Price** – JC discussed Patriots pricing schedule and the request made by Patriot to move this request forward in order to lock in the guaranteed maximum price. This schedule includes the additional requests made by staff and this committee, including security, SCADA, Generator hookup, drop receptacles, and vehicle wash pad. *The locked in construction price is \$2,258, 984 and will go to Council at its October 10th meeting for approval, which is required to keep the project going.*

- **Tree removal at new shop site:** City maintenance workers have removed the trees identified by Patriot to make room for the upcoming construction and staging area of materials due to arrive this month.

13. Technologies

- A. Asset Management & Scheduling:** The vendor picked for building the City’s Asset Management & Scheduling program is Aktivov. Aktivov and the City have been working through a contract agreement. Mark believes he should receive the contract today for review.
- B. GIS Progress – CAD and GIS are complete.** The GIS is live. Laura has been working with staff and Parametrix to identify areas of the program that the staff may have questions on. Laura submits the comments to Parametrix for review and in turn, they reply back.
- C. Broadband in our Community – No Update**

**14. Round Table
None**

15. Meeting Summary/Action Items / Set Next Agenda

Move to Study Session: 4B for discussion only; 7B & 7C, and 10D for recommendation; 12 will go to council.

16. Meeting Adjourn:

CM Gehring motioned to adjourn the meeting at 11:30 a.m.

ATTEST:

Secretary Laura Hinds

Councilmember Drennen

Councilmember Gehring