

COUNCILMEMBERS

Position No.

1. Tod Gunther
2. John Kelly
3. Tony Belot
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Scott Drennen



ORTING CITY COUNCIL
Study Session Meeting Minutes
Virtual Meeting
Orting, WA
January 20th, 2021
6PM.

ORIGINAL

Deputy Mayor Greg Hogan, Chair

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

Deputy Mayor Hogan made the following statement:

"The City utilized remote attendance for Councilmembers and City employees. OPMA rules regarding provision for the public in a space were suspended by proclamation of the Governor. The meeting was available for the public to hear by a call-in number."

Deputy Mayor Hogan called the meeting to order at 6:00pm. Councilmember Kelly led the Pledge of Allegiance.

Councilmembers Present: Deputy Mayor Greg Hogan, Councilmembers Tod Gunther, John Kelly, Tony Belot, John Williams, Gregg Bradshaw, and Scott Drennen.

Elected Official: Mayor Penner.

Staff Present: Scott Larson, City Administrator, Jane Montgomery, City Clerk, Gretchen Russo, Finance Director, JC Hungerford, Engineer, Greg Reed, Public Works Director, Chris Gard, Chief of Police.

Administrator Larson asked to remove agenda item# 5B.

PRESENTATION

A. AB21-03- Murrey's Disposal Rates 2021.

Josh Metcalf from Murrey's briefed on the new rates for 2021. Eighty percent of the CPI change for this period is 1.46%. He also briefed on the increased landfill rate in Pierce County. The Pierce County Council has reviewed and approved the increases. The franchise agreement allows Murrey's to request a collection rate adjustment for changes in changes in law, including taxes. Rates reflecting the disposal fee increase, changes in the CPI, and B&O Taxes were provided to the Council. Mr. Metcalf further noted that this year's adjustment is minor compared to other years. They have been able to maintain service during COVID. Councilmembers were provided the opportunity to ask questions. **Action:** Move forward to the next meeting of January 27th, 2021, as a stand-alone item.

2. COMMITTEE REPORTS

Public Works

Councilmember Drennen reported on the topics from the last committee meeting:

- White Hawk- SW Connector;
- Waste Water Treatment Plant upgrade;
- ADA Porta Potty caught fire;
- Park Signage at Calistoga;
- Knuckle Boom purchase;
- New Hire at Treatment Plan;
- Ordinance's coming related to gas furnaces and flood plain;
- Green House gas related furnaces.

Public Safety

Councilmember Kelly reported on the topics from the last committee meeting:

- Surplus of firearms to Big J's- the bid winner;
- Second Police Officer will graduate in February;
- Reserve Officer doing a great job.

Community and Government Affairs

Councilmember Gunther briefed on the following from the last committee meeting:

- Refurbish -Basketball Court;
- Drone Course;
- Heroes Among us award.

3. STAFF REPORTS

JC Hungerford, City Engineer

- Waste Water Treatment Plant upgrades- Getting Engineer report approved;
- Provided Specs for compressor at well #3;
- White Hawk- working through NEPA, wetlands and critical areas.
- Well #1 Upgrade on agenda.

Emily Adams, City Planner

- Carbon River RV Park- Notices sent out

Greg Reed, Public Works Director

- Survey of water sites- repairs completed;
- Water main break at 177th
- No water out on 162nd- Found a leak and repaired quickly.

Chris Gard, Chief of Police

- Status of COVID shots for Police Department
- Evidence audit;
- Deployment of officer for National Guard;
- Major upgrade to CAD system;
- Use of WCIA- On line training;
- Officer Rose in field with FTO;
- Applications out for entry level and lateral candidates;
- Firearms simulator installed;
- Collecting drone bids;
- Decommission of old patrol cars

Jane Montgomery, City Clerk

- E- sign policy
- Records shelving
- Contracts
- Training on new website

Gretchen Russo, Finance

- Working on Period 13 bills;
- Starting Annual Report;
- Working with Auditor on City audit';
- Took training on permits/utilities.

Scott Larson, City Administrator

- Meeting with directors regarding the budget
- Lahar Drill
- Employment ads were posted, Maintenance worker, sewer plant operator, entry and lateral police officer, City Engineer, City Planner
- Met with PCTV Board
- New Comcast Franchise agreement coming
- Deadline Friday the 22nd, to order 4 new vehicles

Joshua Penner, Mayor

- PCRC has been informed that Councilmember Drennen is the alternate
- Met with Rep Barkis, Wilcox, Hackney and Senator McCune
- Goals center around transportation- footbridge and SR162 SW Connector
- Rep Hackney wants to champion SR162 project
- Meeting with Rep Robertson to address SR162
- Wind storm occurred but Orting did not lose power
- Verizon added extra battery capacity
- Soldiers Home- COVID deaths at 8 as of last week
- PCRC- discussions ongoing on adopting a resolution related to global warming, transportation funding recommendations and allocations, and county wide planning policies.

Emily Adams stated that Orting's Comprehensive Plan is due to be adopted in 2024, with work starting in 2023.

4. AGENDA ITEMS

A. AB21-04- HB 1923 Grant Code Amendments.

Emily Adams briefed the Council on the Housing Grant. The City Council elected to prepare Code Amendments that address five selected actions. Those selected amendments included Accessory Dwelling Units, Lot size averaging, Short Plats, Corner Lot duplexes, and Duplexes in Single-Family Zones. Ms. Adams went through a PowerPoint presentation detailing the five selected actions. These code amendments have previously had two Public Open Houses, two Planning Commission public hearings, two City Council reviews and a Public hearing. City Council action is now recommended by March 31st of 2021. Council discussion followed. Mayor Penner spoke about the Vision 2050 plan which requires cities to increase housing choices and affordability. The Mayor indicated that entry level houses are very hard to come by. He stated that ADU's provide a revenue source which create opportunity to meet the goals of choices and affordability. He stated that policy should meet their vision.

Action: Public Hearing before Council on February 10th, then back to a study session on February 17th, then action no later than March 31st, 2021.

B. AB21-05- South Correctional Entity- Inmate Housing -2021 Contract Amendment.

(Removed from the agenda)

C. AB21-06- Discussion-Old City Hall Property.

Administrator Larson briefed on the old City Hall property. A memo was provided to Council. There are two options, hold and lease or sell the facility. He laid out the pros and cons of each choice. The City reached out to various property management companies but none of them expressed interest in managing the facility for the City. He pointed out that leasing the facility would put the City in a position to do perform maintenance to the building to get it ready for

occupancy, the building will need a new roof and new windows. He recommended that the City surplus the building and then put it on the market. Council discussion followed.

Councilmember Williams made a motion to amend the agenda and add an executive session. Second by Councilmember Gunther. Motion passed (7-0)

An Executive session was called for per RCW 42.30.110 (1) (l), to consider the minimum price at which real estate will be offered for sale or lease, for ten minutes with possible action after.

Deputy Mayor Hogan recessed the meeting for a 2-minute break at 8:35pm, to be followed by an Executive session for 10 minutes.

8:35pm- Recessed to break
8:37pm- Executive session began
8:47pm- Extended for 10 minutes
8:57pm –Ended

Deputy Mayor Hogan called the meeting back to order at 8:57pm.

After returning to open session, the Council discussed whether or not to lease or sell the building. The majority consensus was to lease the building out, but Council would like more information from staff before making any final decision. **Action:** Come back to Council with more information after further study on costs to lease versus selling.

D. AB21-07- SR 162 Corridor Discussion.

Mayor Penner added this agenda item to keep Council abreast of dialog going on with the surrounding communities, related to improvements along SR 162; inclusive of the HWY 410/SR 162 interchange through Orting and to Graham. The Mayor and staff have been working on a plan to increase City engagement with partners along the length of the corridor. The SR 162 corridor projects should be looked at as a package of interconnected improvements, The Mayor worked to get the Pierce County Regional Council to identify 162 as a corridor, and he would like to take that conversation out to the surrounding towns. The Mayor hopes for a joint letter and a stronger voice to push for improvements for all users of SR 162. **Action:** No Action needed. Joe DePinto will be invited to come to the next study session to brief Council on Legislative activity.

E. AB21-08- Council Discretionary Fund Policy.

Councilmember Gunther briefed that the Mayor recommended adding a discretionary fund for Councilmembers in order to meet local needs and fill gaps in City services. The City budget for 2021 allocates \$3,000 per Council member for this purpose. CGA created the proposed policy and recommended approval of the policy and the form, which provide structure and guidance for the use of funds. Council discussion followed. After a review some of the items were determined to need re-working. Of note was sentence #1 and sentence #2. It was said that the language appeared to be too restrictive and contradictory. **Action:** Back to CGA Committee

F. AB21-09- Electronic Signature Policy-. Resolution No. 2021-01, A Resolution of The City of Orting, Authorizing the Use of Electronic Records and Signatures, And Adopting A Policy for The Use of Electronic Signature Technology.

Administrator Larson briefed that the proposed Resolution authorizes the City, to use an electronic document signature to sign internal documents. Specifically, the Mayor, and his/her

designees would be authorized to choose a provider or use a pdf signature. A proposed policy was also reviewed. State law allows Washington cities to determine by ordinance, resolution, policy, or rule whether, and to what extent, it will use electronic records and electronic signatures. **Action:** Move forward to the consent agenda for the January 27th, 2020 Meeting.

G. AB21-10- Council Committee Assignments.

Deputy Mayor Hogan briefed on the process to appoint Councilmembers. The rules state:

- (A) An appointment committee consisting of the Deputy Mayor, one (1) Councilmember, and the Mayor shall recommend assignments for the Council Committee Chair and Vice-Chair positions in accordance with the following procedure:
 - a) The appointment committee shall provide recommendations for Council Committee assignments to the full Council for its approval no later than the first regular meeting in February.

Mayor Penner stated that the action needed is to appoint a volunteer to the Committee. Council by consensus agreed that Councilmember Bradshaw would join the committee. **Action:** Bring recommendations to the first meeting in February.

H. AB21-11- Well 1 Control Improvements.

Councilmember Drennen stated that this is a budgeted item, the scope expanded slightly, to include some isolation valves which needed to be replaced. The bid that came in is below the budgeted amount. There was only one bid submitted, which is believed to be because of the size of the project. The contractor is reputable. The Committee recommends approval quickly as Well #1 is an important source in the City, has to be taken off line, and winter is a good time to do this due to water demands being lower. **Action:** Move to the consent agenda for the January 27th, 2021 meeting.

I. AB 21-12 – Orting Municipal Code Updates for Compliance with NFIP Community Rating System (CRS), Ordinance No 2021-1072, An Ordinance of The City Of Orting, Washington, Relating To National Flood Insurance Program Community Rating System; Amending Orting Municipal Code 14-1-8 And 14-1-9 Pertaining For Flood Planning Management And Flood Damage Prevention.

JC Hungerford briefed that the proposed ordinance would update the Orting Municipal Code related to the placement of electrical, heating, ventilation, plumbing, and air conditioning equipment in relation to the flood plain. Orting is a Class 6 rated community which gives homeowners a discount in premiums. There have been updates in the 2021 manual and the proposed changes would allow Orting to maintain a class 6 rating. There are also a couple of housekeeping clean ups in the proposed ordinance. The Washington Department of Ecology has reviewed and approved these changes. **Action:** Move to the consent agenda for the January 27th, 2021 meeting.

J. AB21-13- Setting Meeting dates for 2021.

Administrator Larson briefed that back in the fall during budget meetings they had discussed setting meetings ahead of time especially for budget retreats, and goal setting. He would also like to change potential meeting dates that conflict with holidays in 2021. The proposed resolution would approve the dates. Being proactive with the meeting dates will give Councilmembers and staff time to make adjustments to their schedules.

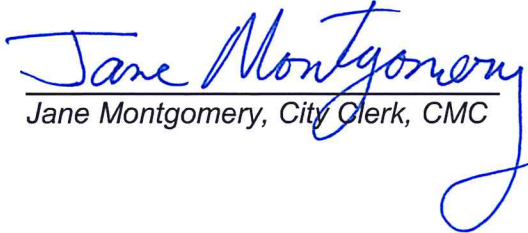
Proposed dates were discussed. Council by consensus chose March 23rd as the date for goal setting at 6:00pm. Council committee goals from 2019 can be sent out to Councilmembers. Council by consensus chose September 25th, at 9:00am for the first budget meeting. They

also moved the November 24th regular meeting to November 23rd, 2021. **Action:** Move to the consent agenda for the January 27th, 2020 meeting.

6. ADJOURNMENT

Deputy Mayor Hogan adjourned the meeting at 10:01pm

ATTEST:


Jane Montgomery, City Clerk, CMC


Joshua Penner, Mayor