

CITY OF ORTING
PUBLIC WORKS COMMITTEE MINUTES
March 3, 2021 2:30 p.m.

Councilmember Drennen called the virtual meeting to order at 2:36 p.m.,

ATTENDANCE:

Elected Officials: Present, Councilmember Drennen, Councilmember Bradshaw

City Employees: Present, City Administrator Scott Larson, Public Works Director Greg Reed, Finance Director Gretchen Russo, Building Official Tim Lincoln, Secretary Laura Hinds

Professional Representatives: Present, Parametrix Engineer JC Hungerford, City Attorney Charlotte Archer

Guests:

Approval of Minutes:

Minutes for February 3, 2021 approved as presented.

PRESENTATION of Comcast Franchise Agreement by City Attorney Charlotte Archer

DEPARTMENT REPORTS:

1. **Phase 1 – SR 162 Pedestrian Bridge – JC Hungerford**
 - 1.1 **Phase I – SR 162 Bridge Design** – Continue to work through engineering and design side to producing details.
The Mayor, City staff, JC and other key players have been working towards the completion of an educational video to present to the public.

2. Engineering – JC Hungerford

- 2.1 **Whitehawk SW Connector** – Wetland delineation is complete and the critical areas report is nearly complete. The geotechnical explorations are complete. A draft relocation plan has been prepared and will be submitted to WSDOT before the end of the week.
WSDOT recently suggested a round-a-bout at the intersection of SR 162 E and Whitehawk Blvd NW. The City may push back on this proposal since round-a-bout are only effective so long as other intersections in the same corridor have the same traffic calming devices. There are two other traffic lights in the City’s downtown area, and at this time are not part of the WSDOT plan.
- 2.2 **WWTP Solids Handling Upgrade** – The Engineering Report has been submitted to Washington Department of Ecology for review. Parametrix met with Vicky Epp and Jamie Olivarez on February 4, 2021 to walk through the report. On February 25, JC received an email from Vicky stating that she had picked up her review on the 25th, but would be done shortly.
- 2.3 **Jones Levee (& Ken Wolfe Setback Levee)** – Scott, Greg and JC met with the US Army Corps and Pierce County on February 24, 2021. They presented a preliminary alignment that JC presented at today’s meeting. The alignment would take up a majority of the Calistoga Park parking lot. CA Larson suggests presenting the COE preliminary design for public comment in April.
- 2.4 **Village Green Outfall @ High Cedars** – Parametrix received the Federal Permit for the project. Shoreline and local permits still pending.
- 2.5 **2021 Lift Station Projects:** Will be re-advertised on March 10, 2021 and bid opening on March 31, 2021.
- 2.6 **Well #1 VFD Upgrade** – Notice of award had been issued to NE Electric. Precon was held February 26 and no specific start date has been determined since some electrical parts are hard to obtain right now. The contractor is working on submittals. JC present Parametrix’ Scope of Work for this project.
- 2.7 **Gratzer Park – Phase II** – Project will be advertised March 5, with a bid opening date of March 19, 2021.

3. Administration – Scott Larson

- 3.1 No Updates

4. Public Works – Greg Reed

- 4.1 **Side Sewer Ordinance** – Ordinance was not codified, turns out it was not adopted by Council as previously thought. Greg Reed submitted the draft ordinance to City Attorney Archer and Councilmembers on February 8, 2021 for comment. The committee recommended to move forward with having City Attorney final review and Council adoption.

- 4.2 **Cemetery Well Contamination** – New test results found the well to have < 0.1 ppm of TPH. It's not thought that maybe the well had not been contaminated but possibly somewhere close to the water spigot. Greg is working on an action plan to either chlorinate the well or drain and refill.
- 4.3 **Staffing update** – The WWTP Supervisor started his first day March 1st. The MWI practical testing is scheduled for today.

New Business

- 4.4 **Sidewalk Policy** – Greg sent out a couple letters to residents and HOAs to inform them of the current sidewalk policy and OMC. In the past 10 years, the City was able to work at a limited amount, for sidewalk replacement in much needed areas. However with the loss of revenue due to voters rejecting I-976, the funding has gone away. Therefore, putting the ownership back on to the abutting property owners.
- 4.5 **Trail Crossing @ Bridge St S @ City Hall & Eagles Hall** – Pedestrian safety concerns have been brought forward to this committee in February. JC, Greg and CA Larson have all spent some time onsite to observe the concern and found for the most part, pedestrians are failing to use the beacons for flashing the crosswalk lights. Several options were discussed as well as sign blight. Greg recommends to relocating the Pedestrian sign to the beacon light pole and paint on the asphalt trail, to *use the crossing push button before crossing* on each side of the highway.
- 4.6 **Well #2** – The water plant supervisor is requesting to decommission Well #2 in a limited capacity that would leave the well disconnected from use, and stop annual monitoring. The committee would like to see in writing from the State that this would not take away the City's water rights before moving forward.
- 4.7 **In-House CB Install on Calistoga St W** – There's been numerous complaints of standing water over a section of sidewalk that children use daily to access the bus stop to school. PW installed a CB on Calistoga St W, near Kansas St SW to help eliminate the standing water.
- 4.8 **Voight's Creek Bridge Debris** – There's been an ongoing issue of debris backup at the trail crossing bridge over Voight's Creek. PW has contacted Pierce County SWM on several locations. This week Greg received a message that the concern has been forwarded to Pierce County Parks Department.
- 4.9 **Pothole Utility** - Greg informed the committee that PW will start doing potholing utilities now rather than subcontracting.

5. Finance – Gretchen Russo No update

6. **Councilmember comments**

- 6.1 **PW Works Utility Goals** – CM Drennen would like to see PW Staff work on performance goals on a level that would acknowledge the WWTP and Water plants and be recognized at a City & State level.

New Business

- 6.2 **Facility/Capital Improvements** – This will be based on engineering goals. CM Drennen will discuss at upcoming Council retreat.

7. **Building Department – Tim Lincoln**

- 7.1 **The Meadows Phase 4** – All lots have been applied for and all permits have been released.
- 7.2 **Shell Gas Station** – In line for review.
- 7.3 **Leske Development** – All four lots have been applied for and pending permit pickup.
- 7.4 **504 & 508 Washington Ave S.** – 2 new SFR are in for review.
- 7.5 **Veterans Village** – Project is near half completion with 3 tiny homes left, landscape is almost in.
- 7.6 **604/606 Harman Way S** – 2 new SFR have been applied for.

ROUND TABLE:

Greg presented a power point on Asset Management update. The information included the new modules for Fixed Assets & Building/Facilities tracking. And the RM specialized module for specifically designed reports utilized to identify asset issues and corrective maintenance.

JC mentioned that the NPDES SWMP update needs to go to Study Session for Council adoption by March 31st.

MEETING SUMMARY:

- i. Comcast Franchise Agreement
- ii. Well #1 Scope of Work
- iii. Adopt SWMP update
- iv. Present Asset Management Power Point at Study Session.

ADJOURN: CM Drennen motion to adjourn at 4:57 pm

ATTEST:

Laura Hinds

Secretary Laura Hinds

Scott Drennen

Councilmember Drennen

Bradshaw

Councilmember Bradshaw