

CITY OF ORTING
PUBLIC WORKS COMMITTEE MINUTES

July 7, 2021 2:30 p.m.

Councilmember Drennen called the virtual meeting to order at 2:32 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, Secretary Laura Hinds, Building Official Tim Lincoln, and PW Records & Permit Clerk Alison Williams

Professional Representatives: Present, Parametrix Engineer JC Hungerford

Guests:

APPROVAL OF MINUTES:

Minutes for June 2, 2021 approved as presented.

No Public Comment

DEPARTMENT REPORTS:

1. Phase 1 – SR 162 Pedestrian Bridge – JC Hungerford

1.1 Phase I – SR 162 Bridge Design – The ad-hoc committee met on May 25th to discuss railing and aesthetic options for the bridge. Parametrix has finalized some additional design concepts for consideration and will be presenting them at the next ad-hoc committee meeting. JC is working to schedule this meeting for the week of July 20th.

2. Engineering – JC Hungerford

2.1 Whitehawk SW Connector – Whitehawk environmental field work is complete and the environmental reports are in progress. The ROW remediation work is under contract and in progress by Epic Land Solutions. JC presented some geometry for a roundabout at Calistoga & Kansas for discussion. The committee weighed the round-a-bout vs. signalized intersection options to move towards design and decided to move the discussion to Study Session.

2.2 WWTP Solids Handling Upgrade – Department of Ecology gave approval with moving forward with project. Parametrix presented a scope of work for the design, permitting and public outreach during the meeting.

- 2.3 **Jones Levee (& Ken Wolfe Setback Levee)** – Parametrix presented the Pierce County slide show during the City Council meeting on June 30. Pierce County will be presenting on July 14, 2021.
- 2.4 **Village Green Outfall @ High Cedars** – Parametrix is moving forward with design and permitting. Pierce County has deferred SEPA lead Agency to the City, so the City has processed the SEPA application. The project will be advertised for construction in July.
- 2.5 **2021 Lift Station Projects:** Notice of award has been issued to Pape & sons, Inc. Currently there is a long lead time for the needed plug valves (12 weeks) and the electrical panel (September). Parametrix is reviewing submittals and discussing schedule with the contractor.
- 2.6 **Well 1 VFD Upgrades:** Preconstruction meeting was held February 26. NE Electric has been completing all of the construction that they can without disrupting the production of the facility. We are coordinating closely with the contractor to determine the best time to complete motor and valve replacements.
- 2.7 **Gratzer Park – Phase 2** – Notice of award issued and the preconstruction meeting was held. The contractor has completed the clearing activities and is awaiting the pipes for the drainage system.

New Business

- 2.8 **Water:** Parametrix submitted the Water Use Efficiency Report to Ecology on June 30. The water loss was approximately 24%. This was largely attributed to some major water main breaks/leaks in the system.

Sewer: Parametrix will be helping the City advertise for the contractor to install the new 18” plug valve for the WWTP.

3. Administration – Scott Larson

- 3.1 **Sidewalk Maintenance Policy:** The City has adopted a sidewalk code related to the maintenance, repair and preservation of City sidewalks. The current issue is trees in planting strips that have elevated sections of sidewalks to create trip hazards which trigger the maintenance or replacement provisions of City code.
Policy Recommendations:
 - 3.1.1 Do not make substantive change to how the City enforces the sidewalk code.
 - 3.1.2 May need to bring OMC 8-2-5 in line with the Americans with Disabilities Act standards
 - 3.1.3 Continue to do annual/bi-annual inventory of the state of sidewalk conditions and identify sections that need repair/replacement
 - 3.1.4 Grind sections of sidewalk for trip hazards
 - 3.1.5 For sections that need repair or maintenance beyond basic grinding, staff will draft and send a letter to abutting property owners giving them 120 days to make repairs or replace if necessary
 - 3.1.6 The letter will include information for property owners on the need to maintain trees and other vegetation adjacent to their sidewalk.

- 3.1.7 Staff will prepare a resolution granting the City Administrator or Public Works Director the authority to extend the repair timeframe up to 180 days for property owners that have a signed contract to repair or replace sidewalk sections.
- 3.1.8 In the event that sidewalks are not repaired or maintained by property owners the City will give the homeowners a final notice and will bid repairs or replacement of the sections and will assess the homeowners per OMC 8-2-7(B)
- 3.1.9 Staff will prepare information regarding the maintenance of street trees and reminder to maintain them annually in the late fall and enclose the information in a utility bill.

CA Larson and PW Director Reed will work on letters to send to property owners with adjoining sidewalks that have trip hazards.

4. Public Works – Greg Reed

- 4.1 **Public Outreach:** City now has a booth at the Farmers Market.
- 4.2 **Touch-a-Truck Event:** Scheduled for Friday July 30, from 3-6 pm. Located on Train St SW between Washington Ave S & Van Scoyoc Ave SW
- 4.3 **188th Water Cross:** JC working to obtain permit

New Business

- 4.4 **Budget:** Working with PW Department on budget requests for 2022
- 4.5 **Volunteer/ Group:** Volunteers at the Cemetery Update
- 4.6 **New MWI:** Backfilling MWI position, John Miller who applied and tested during last application process was #2 on the list and still available for the position, filled the position.

5. Finance – Gretchen Russo

- 5.1 **Utility Billing Resolution:** After the Covid-19 Emergency mandate has been lifted, customers will be notified of the transition to normal billing policy. Suggestions:
 - 5.1.1 Temporarily waive the restrictions of payment plans for accounts that have a history of late payments.
 - 5.1.2 A one-time waiver of late and shut off fees for the second billing cycle of the City of Orting's transition to the normal billing process.
 - 5.1.3 Credit card fee payments
 - 5.1.4 Use of ARPA funds for utility relief

The committee decided to start with offering a repayment plan to customers who were not able to pay during the pandemic.

CA Larson would like to use the ARPA funds toward a chlorine generator and not towards utility relief.

6. Councilmember Comments

6.1 **WWTP** – Rename of WWTP Facility to Water Resource Recovery Facility. The new name will occur after the upgrade of the facility. A resolution will be drafted and brought back to this committee for review.

7. Building Department – Tim Lincoln

New Business

- 7.1 **Meadows Phase 4:** Construction continuing, but has slowed down some. Cost of lumber is affecting construction.
- 7.2 **Parker Ln.:** Construction is continuing for and all 4 homes are framed, 2 are already in the drywall stage.
- 7.3 **Harman Way and Washington Projects:** Continue to struggle getting accurate information for utilities.
- 7.4 **907 Orting Kapowsin Hwy E:** New owners have submitted permits for raising the home that was built without any permits. But the issue of all the illegal fill and restoring wetlands still has not been corrected working with City Engineer and Attorney on these issues.
- 7.5 **Hopkins Short Plat:** Recently contacted by Presidential Homes. They are purchasing the plat and will be building 2-duples and one single family home.

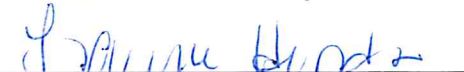
Round Table:

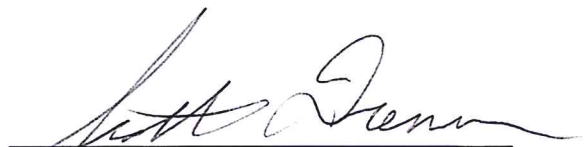
None


Meeting Summary:

Adjourn: CM Drennen motion to adjourn at 4:34 pm

Attest:


Secretary Laura Hinds


Councilmember Drennen


Councilmember Bradshaw