

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
Regular Business Meeting
Study Session Meeting Minutes
Virtual Meeting via Zoom
November 17th, 2021
6:00 p.m.

Mayor Penner, Chair
Deputy Mayor Hogan, Chair

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

Mayor Penner called the meeting to order at 6:00pm. Councilmember Bradshaw led the pledge of allegiance, and then roll call was taken.

Councilmembers present: Councilmembers John Williams, John Kelly, Scott Drennen, Gregg Bradshaw, Tod Gunther, and Deputy Mayor Hogan. Absent: Councilmember Tony Belot.

Staff present: City Administrator Scott Larson, Finance Director Gretchen Russo, City Engineer Maryanne Zukowski, City Clerk Kim Agfalvi, City Attorney Charlotte Archer, Parametrix Consulting Engineer JC Hungerford, City Planner Emily Adams, Chief Chris Gard.

Mayor Penner read the following announcements:

The City Council, Staff, and the public are attending this meeting virtually, pursuant to Governor Inslee's Order 20-28 dated March 24, 2020. The public may attend via the platform Zoom by clicking the link for zoom on the City of Orting website, by telephone by dialing 1.253.215.8782, Meeting ID 989 4624 1785, passcode 178342. If you log in at zoom.com you will need to enter the meeting ID 989 4624 1785, the passcode 178342, and your name.

Councilmember Kelly made a motion to excuse Councilmember Belot and Deputy Mayor Hogan. Seconded by Councilmember Gunther.

Motion passed (5-0).

REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.

City Attorney Charlotte Archer requested that agenda item eleven, executive session, be moved to before item seven- ten-minute recess.

Councilmember Kelly made a motion to move agenda item eleven, executive session to before item 7, ten-minute recess. Seconded by Councilmember Gunther.

Motion passed (5-0).

2. Public Comments - Comments may be sent to the City Clerk at clerk@cityoforting.org by 3pm on November 17th, 2021, and will be entered into the record at the meeting. Attendees may provide public comment at the meeting. In the case of a question, the chair will refer the matter to the appropriate administrative staff member or committee. Written comments that come in after the 3pm deadline will be read in to the record at the next Council meeting.

Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219
Next Regular Meeting: December 8th, 2021, 7:00pm

3. PUBLIC HEARING

Mayor Penner laid out the rules and procedural steps for the hearing.

A. AB21-90 – 2022 Draft Budget.

Mayor Penner opened the public hearing at 6:16pm.

Finance Director Gretchen Russo briefed on the 2022 draft budget, and requested guidance on the staffing request for Public Works. The Public Works Department asked for 4 new full-time employees for 2022.

Mayor Penner opened the hearing for public comments. No comments were made.

Mayor Penner asked the Council if they had any comments. No comments were made.

Mayor Penner closed the public hearing at 6:19pm.

B. AB21-93 – 2022 Capital Projects.

Mayor Penner opened the public hearing at 6:19pm.

City Engineer Maryanne Zukowski briefed on the budget portion of the Capital Improvements Plan. She briefed on the transportation improvement projects to include Whitehawk Boulevard Design, the Kansas Street Reconstruction Design, and the Emergency Evacuation Bridge. She briefed on the ADA access plan, and the on-going CIP budget for the stormwater system and water system. City Engineer Maryanne Zukowski also briefed on the Parks and Facilities Capital Improvement Plan.

Mayor Penner opened the hearing for public comments. No comments were made.

Mayor Penner asked the Council if they had any comments.

Councilmember Gunther thanked City Engineer Maryanne Zukowski for her presentation and for including pictures.

Councilmember Kelly stated he is on board for the transportation plan, but not for the bypass. He does not want to have trucks go down Kansas Street, as it is a residential zone. He stated he would like to see that taken out of the plan.

Councilmember Drennan thanked City Engineer Maryanne Zukowski for the presentation, and emphasized the chlorination system, as it gives the City resiliency most cities do not have.

Mayor Penner closed the hearing at 6:32pm.

C. AB21-96 – Transportation Improvement Plan.

Mayor Penner opened the hearing for the Transportation Improvement Plan (TIP) at 6:32pm.

City Engineer Maryanne Zukowski stated the Transportation Improvement Plan is being presented for a first reading and that it is a very important mechanism tied to land use decisions and fees and calculations to the growth management act. She stated the TIP is the mechanism for all grant requests.

City Engineer Maryanne Zukowski stated this is an annual program that typically happens by July 1st of each year. She stated it is programmed for six years, and they are programmed into the Pierce County Regional Council Transportation Program, to be incorporated into the state Transportation Improvement Program.

Mayor Penner opened the hearing to public comments. No comments were made.

Councilmember Drennen asked for clarification on the name of Whitehawk Boulevard Extension versus Southwest Corridor Connector. It was changed because there are two federal aid names associated with the projects.

Councilmember Kelly asked about whether Whitehawk Boulevard has been labeled as a truck route. City Engineer Maryanne Zukowski stated it is listed in the documents as a future truck route. He asked if there had been any public hearings or public notices on the proposed change flow of traffic, as Kansas is a residential street. He stated the citizens being affected by this need to receive notice of the plan, and that there is the opportunity for public input. City Engineer Maryanne Zukowski stated there will be a heavy public involvement campaign to inform and engage the public.

Council discussion followed.

Mayor Penner closed the hearing at 6:47pm.

4. CLOSED RECORD DECISION.

AB21-89 – Landscape Code Amendments.

City Planner Emily Adams briefed the amendments which would require citizens to select street trees off a pre-approved list on file with the City and approved by the Public Works director. It would also allow the City to modify the list administratively as necessary to easily keep it up to date. It also includes code revisions for clarification purposes regarding landscaping for residential developments.

Councilmember Drennan asked about whether the Planning Commission might be a better body for approval for landscaping decisions instead of the Public Works Director. He also asked about a permitting process for the trees, as most citizens would not know to ask the City for a pre-approved list of trees to plant. City Planner Emily Adams stated the Public Works director has the technical knowledge on whether the trees being planted will have impacts to sidewalks or other structures. It gives the Public Works Director discretions to require other trees that will be more beneficial. She stated we do not have a tree permit process at this time.

Councilmember Kelly asked about verbiage in Section C. Council discussion followed.

Mayor Penner asked for suggestions on language, and asked for clarification on the verbiage in question. Verbiage was amended to: Section C. A combination of trees or shrubs and fencing. If fencing is utilized vegetation screening is required along 50% of the fencing on each lot line. If fencing and vegetation is selected for a lot line abutting a right-of-way vegetation must be planted on the exterior of the fence.

Councilmember Kelly made a motion to adopt Ordinance No. 2021-1087, an ordinance of the City of Orting, Washington, relating to landscaping and street trees; amending Orting Municipal Code section 13-5-2; providing for severability; and establishing an effective date. (as amended and submitted to this clerk). Seconded by Deputy Mayor Hogan.

Motion passed (4-2).

CM Kelly, Williams, Bradshaw, Hogan – Yay. CM Gunther and Drennan - Nay

5. CONSENT AGENDA- (Any request for items to be pulled for discussion?).

- A. Regular Meeting Minutes of October 20th, 2021 and October 27th, 2021**
- B. Payroll Claims and Warrants.**

Deputy Mayor Hogan made a motion to approve consent agenda as prepared. Seconded by Councilmember Williams.

Motion passed (6-0).

6. AGENDA ITEMS.

A. AB 21-80 – Fee Schedule.

Scott Larson & Gretchen Russo

City Administrator Larson briefed on the fee schedule. He stated staff has worked with the CGA committee the past couple months to prepare an updated fee schedule, and changes are redlined in the packet. He stated fees were added for in-house engineering review, eliminated the re-roof and commercial fence fees, and the park impact fee was recalculated, and the penalty for a cut lock on a water meter was increased from \$35.00 to \$100.00.

Councilmember Kelly asked that mechanical and plumbing fees remain at \$75.00 while they are being reviewed. City Administrator Larson stated that these fees are on pages 81 and 82 of the Council packet posted online, for clarification purposes.

Deputy Mayor Hogan made a motion to approve Resolution No. 2021-14, a resolution of the City of Orting, Washington; adopting a fee schedule for 2021; and establishing an effective date. Seconded by Councilmember Williams.

No Council discussion followed on the motion.

Councilmember Kelly made an amendment to the motion, to exclude mechanical and plumbing permit fees to leave them the same as they are today, not as presented in the exhibit. Seconded by Deputy Mayor Hogan.

No discussion followed on the amended motion.

Mayor Penner asked for a vote to amend the original motion, to keep the fees for mechanical and plumbing permit fees the same as they are today, and not as presented in the exhibit.

Motion passed (6-0).

Mayor Penner asked for a vote to approve Resolution No. 2021-14, a resolution of the City of Orting, Washington, adopting a fee schedule for 2021, excluding the changes to the mechanical and plumbing permit fees; and establishing an effective date.

Motion passed (6-0).

B. AB21-38 – Jones Levee Resolution

Scott Larson and JC Hungerford

City Administrator Larson briefed that preliminary findings for the Puyallup River Setback Levee Feasibility study, and that mailed notices have been sent to homeowners in the affected areas. He stated City Engineer Maryanne Zukowski, Engineer JC Hungerford, and City Administrator Scott Larson had drafted a letter and a resolution in response to the study findings.

Engineer JC Hungerford briefed that this is a follow up to the resolution passed in March of 2021 that goes into more depth. He stated one of the primary concerns is the upstream terminus of the project and where it ends. He stated that there are major concerns as geotechnical evaluations have not been done on the upstream terminus. He also stated we do not have a good understanding of what the existing levee is made of and that he is concerned about the river circumventing the new levee, or coming underneath it, and bringing flood waters into Orting.

Council discussion followed.

Councilmember Bradshaw made a motion to adopt Resolution No. 2021-18, a resolution of the City of Orting, Washington, adopting Jones Setback Levee project feasibility comments for transmittal to Pierce County, Washington. Seconded by Deputy Mayor Hogan.

Motion passed (5-1).

CM Kelly, Williams, Bradshaw, Hogan, Drennan -Yay, CM Gunther – Nay

C. AB21-91 – Property Tax Levy

Gretchen Russo

Finance Director Gretchen Russo stated that Resolution 2021-13 will raise the property tax cap by \$26,373.95 to \$1,373,837.68, which is an increase of less than two percent over the prior years levy of \$1,336,485.08. She stated staff is recommending approval of the resolution requesting the highest lawful levy.

Councilmember Kelly made a motion to approve Resolution No. 2021-13, a resolution of the City of Orting, Washington, requesting the highest lawful levy. Seconded by Deputy Mayor Hogan.

Motion passed (4-2).

CM Kelly, Bradshaw, Hogan, Drennen –Yay. CM Gunther, Williams – Nay

7. EXECUTIVE SESSION.

City Attorney Charlotte Archer stated that Council will enter executive session pursuant to RCW 42.30.110 (1) (i) to discuss with legal counsel representing the agency litigation or legal risks of a proposed action or a current practice the agency has identified when public discussion is likely to result in adverse legal or financial action or consequences for ten minutes with action to follow.

Executive session started at 7:46pm.

7:56pm extended for 5 minutes.

8:01pm extended for 5 minutes.

8:06pm extended for 5 minutes.

8:11pm executive session ended the meeting returned to regular session.

Councilmember Bradshaw made a motion to authorize the Mayor to commence litigation for code violations against the property owners and occupants of real property located at 311 Calistoga St. East. Seconded by Councilmember Drennen.

Motion passed (6-0).

Mayor Penner called for a ten-minute recess at 8:19pm.

8. RECESS – Ten Minutes.

Meeting resumed at 8:29pm.

9. COMMITTEE REPORTS.

A. Public Works

CM Drennan & CM Bradshaw

Nothing to report.

B. Public Safety

CM Belot & CM Gunther

Nothing to report.

C. Community and Government Affairs

CM Kelly & CM Williams

Nothing to report.

10. STAFF REPORTS.

Police:

City Administrator Scott Larson briefed on:

- Successful Halloween Trunk or Treat with 1000 kids that came through.
- New lateral hire.
- Lists of entry levels and working on additional lateral hire list being worked on.

City Clerk Kim Agfalvi:

- Nothing to report.

Activities and Events Coordinator:

- City Clerk Kim Agfalvi briefed on the Home for the Holidays event.
- City Clerk Kim Agfalvi briefed on new hire Mitchell Alfieri as Activities and Events Coordinator.

Public Works:

- Gratzner Park is complete and grass is coming up.
- 18in valve is in at the WRRRC.
- Harmon Tank has been demolished.
- Christmas lights are going up.
- Staff has been repairing water services where needed.
- Update on main City sign and bathroom vandalism. Sign was spray painted blue. Staff was able to get off the paint without damage to the sign.
- Looking to purchase cameras.

Parametrix Consulting Engineer JC Hungerford:

- Gratzer Park is complete. Waiting for grass to install goal posts for football field.
- Lift station projects going well, and are shutting down until there is nicer weather.
- Well one has few punch list items and will be started next Monday.

City Planner Emily Adams:

- Parks Plan will be at study session in January.

Finance Director Gretchen Russo:

- No report.

City Administrator Scott Larson:

- City Administrator Larson stated that Council committees do not typically meet in December and wanted direction for what Council would like to do. Public Works Committee stated they do not need to meet and Public Safety stated they would like to cancel their December meeting. CGA Committee stated they would like to meet on 1st Thursday of December as per usual. City Administrator Larson stated that urgent action items could be moved to Council meeting on December 8, 2021.
- Mayor Penner and City Administrator Larson have engaged consultant to help management team with mission values. Meetings will happen on November 18th and 19th, 2021.

11. STUDY SESSION AGENDA ITEMS.

A. AB21-25 – Parks Plan Update.

City Planner Emily Adams briefed on the level of service plan and stated she was looking for Council input on the Capital Improvement Project list. The level of service is also proposed to be revised as part of the parks plan update to better fit with the City's circumstances and community desires. She stated this is based on national and local benchmarks as well as staff and community input. The City has limited space for additional parks, so having metrics focus on facilities instead of acreage is more appropriate. She stated level of service standards will break out each facility into specific categories.

City Planner Emily Adams briefed that the Capital Improvements Program (CIP) is the priority projects list for the next six years (life of the plan) related to parks. It will enable the City to apply for grant money from the Recreation Conservation Project. She stated she inputted the CIP information into a table for prioritizing.

Council discussion followed.

Action: No action. Informational purposes only.

B. AB21-92 – Columbarium Purchase.

Finance Director Gretchen Russo briefed on the purchase of two columbaria. Total niches would be 96. We would only need to purchase the columbaria, and Public Works will install them for a cost not to exceed \$20,000.00 and money would be from the sale of property. City Administrator Larson added the funds we are proposing to be used would be funds in the cemetery fund regularly restricted funds. We would also use these same funds for irrigation, and there should be enough funds left to do a substantial amount of irrigation.

Action: Move to council meeting on November 23, 2021 as a consent agenda item.

C. AB21- 94 – General Facility Charges 2022.

City Administrator Larson briefed on general facility charges and that the City had not updated them since 2018. The proposed rate increase over the 2018 rate is 8%. This proposed rate increase is a modest increase compared to the Construction Materials Price Index which had increased prices by 41% over the same period of time. These fees will go into effect January 2022. Council asked for clarification on whether the word “surcharge” is the correct term. City Administrator Larson stated staff will change description on the word surcharge and clean up other language issues.

Action: Move to regular meeting on November 23, 2021 as standalone item.

D. AB21-95 – Animal Control Services Contract.

City Administrator Larson briefed on the Animal Control Services contract and stated he wanted to advise Council of the contract. He stated staff will continue to recommend these services be provided by an outside agency that has the skills and training to complete this work. City Administrator Larson stated other options would be to try to contract with Metro Animal Services or have it done in house but reiterated that City staff does not have the training to provide this service.

Action: Review only

E. AB 21-05 – South Correctional Entity-Inmate Housing (SCORE) Contract Amendment.

City Administrator Larson briefed on the South Correctional Entity-Inmate Housing SCORE contract, and stated that this contract is for detention facilities that we use when people are arrested. He briefed that they are increasing their regular service rate by 3% and implementing a \$35 booking fee.

Action: Move to regular meeting on November 23, 2021 as consent agenda item.

F. AB21-53 – Storage of the Daffodil Float.

City Administrator Larson briefed on the storage of the daffodil float. He briefed that staff had drafted a lease agreement of the City old shop at the end of Calistoga next to the power substation for storage of the daffodil float. This would be non-exclusive storage, and the tenant would need to make improvements to the facility as needed. The proposed rate is \$1.00 per year, on an annual agreement automatically renewing on Jan 1 2023.

Councilmember Kelly stated he would like the City to waive permit fees for the remodeling of the facility. City Administrator Larson stated it would be best to increase their grant amount to cover fees.

Action: Move to consent regular meeting on November 23, 2021 as consent agenda item.

G. AB21-87 – Swing Set Purchase.

City Clerk Kim Agfalvi briefed that Parks Advisory Board had no recommendation for placement of new swing sets.

Action: No action needed. Item will be tabled.

H. AB21-97 – Purchasing Policy

Finance Director Gretchen Russo briefed on the City purchasing policy and she verified the purchasing thresholds vs. state laws for purchasing items. She recommended we match the purchasing levels to current state laws for a city of our size. She stated this policy will allow more detail and allow staff to effectively manage the day to day purchases a City makes.

Action: Move to regular meeting on November 23, 2021 as standalone item.

12. ADJOURNMENT.

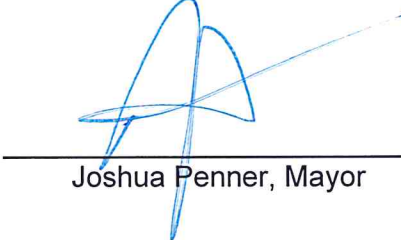
***Councilmember Kelly made a motion to adjourn. Councilmember Bradshaw seconded.
Motion passed (6-0).***

Deputy Mayor Hogan recessed the meeting at 9:43pm.

ATTEST:



Kimberly Agfalvi, City Clerk



Joshua Penner, Mayor