

## **COUNCILMEMBERS**

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Melodi Koenig



**ORTING CITY COUNCIL**  
Regular Business Meeting Agenda  
Virtual – Zoom meeting  
January 12, 2022  
7:00 p.m.

**REVISED**

**Mayor Joshua Penner, Chair**

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

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, <https://zoom.us/j/95984572174?pwd=T0Y1ZmhVVWVhaWnkrSDBUd1ZMakhnQT09>, or by telephone, dialing 1.253.215.8782, Meeting ID 959 8457 2174, Passcode 693849. If you log in at zoom.com you will need to enter the meeting ID 959 8457 2174 the passcode 693849, and your name.

### **2. SWEARING IN OF ELECTED COUNCIL MEMBERS AND MAYOR.**

Position #1 – Tod Gunther  
Position #2 – Chris Moore  
Position #3 – Don Tracy  
Position #7 – Melodi Koenig  
Mayor – Joshua Penner  
Judge Curry

### **REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.**

**3. PUBLIC COMMENTS** - Comments may be sent to the City Clerk at [clerk@cityoforting.org](mailto:clerk@cityoforting.org) by 3pm on January 12<sup>th</sup>, 2022, and will be read in to the record at the meeting. In person 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.

### **4. CONSENT AGENDA- (Any request for items to be pulled for discussion?).**

- A. Payroll Claims and Warrants.
- B. Regular Meeting minutes of December 8<sup>th</sup>, 2021

**Motion: To approve consent agenda as prepared.**

### **5. AGENDA ITEMS.**

- A. **AB22-04**– Parks Advisory Board Appointment  
Mayor Penner

**Motion: To confirm the Mayor's appointment of Shane Fairbanks and reappointment of Matthew Evans to the Parks Advisory Board.**

Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219

**Next Regular Meeting: January 26th, 2022 at 7:00pm** Page 1 | 2

Page 1 | 2

- B. **AB22-01** – Pierce County Regional Council Appointment.  
Mayor Penner

**Motion:** *To appoint Mayor Penner as representative to the Pierce County Regional Council and \_\_\_\_\_ as the alternate.*

- C. **AB22-02** – Selection of Deputy Mayor 2022.  
Mayor Penner

**Motion:** *To appoint \_\_\_\_\_ as Deputy mayor for the year 2022 effective February 1<sup>st</sup>, 2022.*

- D. **AB22-03** – Council Committee selection for the year 2022.  
Mayor Penner

**Motion:** *To approve the Committee assignments:*

*Community and Government Affairs – CM \_\_\_\_\_, Chair, CM \_\_\_\_\_, Vice Chair.*

*Public Works – CM \_\_\_\_\_, Chair, CM \_\_\_\_\_, Vice Chair.*

*Public Safety – CM \_\_\_\_\_, Chair, CM \_\_\_\_\_, Vice Chair.*

- E. **Discussion** - In Person Meetings.  
Scott Larson

## 6. EXECUTIVE SESSION.

## 7. ADJOURNMENT.

**Motion:** *To adjourn.*

**STATE OF WASHINGTON,**

)

} ss.

**OATH OF OFFICE**

**County of Pierce**

)

**I, Tod Gunther, residing in Orting, Washington 98360,**

**Do solemnly swear that I am a Citizen of the United States and the State of Washington.**

**I will support the Constitution and Laws of the United States, and the Constitution and Laws of the State of Washington, and all local ordinances, and that I will faithfully and impartially perform and discharge the duties of the office of Council Position #1, City of Orting in and for Pierce County, Washington, according to law and to the best of my ability, so help me God.**

\_\_\_\_\_  
**Chris Moore**

**Subscribed and sworn to before me this 12th day of January, 2022.**

\_\_\_\_\_  
**Judge John F. Curry**

\_\_\_\_\_  
**Joshua Penner, Mayor**

\_\_\_\_\_  
**Kim Agfalvi, City Clerk**

**STATE OF WASHINGTON,**

)

} ss.

**OATH OF OFFICE**

**County of Pierce**

)

**I, Chris Moore, residing in Orting, Washington 98360,**

**Do solemnly swear that I am a Citizen of the United States and the State of Washington.**

**I will support the Constitution and Laws of the United States, and the Constitution and Laws of the State of Washington, and all local ordinances, and that I will faithfully and impartially perform and discharge the duties of the office of Council Position #2, City of Orting in and for Pierce County, Washington, according to law and to the best of my ability, so help me God.**

\_\_\_\_\_  
**Chris Moore**

**Subscribed and sworn to before me this 12th day of January, 2022.**

\_\_\_\_\_  
**Judge John F. Curry**

\_\_\_\_\_  
**Joshua Penner, Mayor**

\_\_\_\_\_  
**Kim Agfalvi, City Clerk**

**STATE OF WASHINGTON,**

)

} ss.

**OATH OF OFFICE**

**County of Pierce**

)

**I, Don Tracy, residing in Orting, Washington 98360,**

**Do solemnly swear that I am a Citizen of the United States and the State of Washington.**

**I will support the Constitution and Laws of the United States, and the Constitution and Laws of the State of Washington, and all local ordinances, and that I will faithfully and impartially perform and discharge the duties of the office of Council Position #3, City of Orting in and for Pierce County, Washington, according to law and to the best of my ability, so help me God.**

\_\_\_\_\_  
**Don Tracy**

**Subscribed and sworn to before me this 12th day of January, 2022.**

\_\_\_\_\_  
**Judge John F. Curry**

\_\_\_\_\_  
**Joshua Penner, Mayor**

\_\_\_\_\_  
**Kim Agfalvi, City Clerk**

**STATE OF WASHINGTON,**

)

} ss.

**OATH OF OFFICE**

**County of Pierce**

)

**I, Melodi Koenig, residing in Orting, Washington 98360,**

**Do solemnly swear that I am a Citizen of the United States and the State of Washington.**

**I will support the Constitution and Laws of the United States, and the Constitution and Laws of the State of Washington, and all local ordinances, and that I will faithfully and impartially perform and discharge the duties of the office of Council Position #7, City of Orting in and for Pierce County, Washington, according to law and to the best of my ability, so help me God.**

\_\_\_\_\_  
**Melodi Koenig**

**Subscribed and sworn to before me this 12th day of January, 2022.**

\_\_\_\_\_  
**Judge John F. Curry**

\_\_\_\_\_  
**Joshua Penner, Mayor**

\_\_\_\_\_  
**Kim Agfalvi, City Clerk**

**STATE OF WASHINGTON,**

)

} ss.

**OATH OF OFFICE**

**County of Pierce**

)

**I, Joshua Penner, residing in Orting, Washington 98360,**

**Do solemnly swear that I am a Citizen of the United States and the State of Washington.**

**I will support the Constitution and Laws of the United States, and the Constitution and Laws of the State of Washington, and all local ordinances, and that I will faithfully and impartially perform and discharge the duties of the office of Mayor, City of Orting in and for Pierce County, Washington, according to law and to the best of my ability, so help me God.**

\_\_\_\_\_  
**Joshua Penner**

**Subscribed and sworn to before me this 12th day of January, 2022.**

\_\_\_\_\_  
**Judge John F. Curry**

\_\_\_\_\_  
**Joshua Penner, Mayor**

\_\_\_\_\_  
**Kim Agfalvi, City Clerk**

VOUCHER/WARRANT REGISTER  
FOR December 29, 2021 COUNCIL  
CLAIMS/PAYROLL VOUCHER APPROVAL

CITY OF ORTING

WE, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF ORTING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

**DECEMBER 2<sup>nd</sup> COUNCIL**

CLAIMS WARRANTS #50617 THRU #50667  
IN THE AMOUNT OF \$ 222,246.04  
MASTERCARD EFT \$ 12,090.61

PAYROLL WARRANTS #23837 THRU #23838 = \$13,043.70  
EFT \$ 148,738.94  
IN THE AMOUNT OF \$ 161,782.64  
Carry Over \$ 7572.42

**WARRANT 50839-VOIDED**

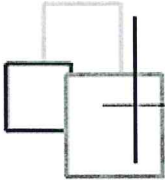
ARE APPROVED FOR PAYMENT ON DECEMBER 29, 2021

COUNCILPERSON \_\_\_\_\_

COUNCILPERSON \_\_\_\_\_

CITY CLERK \_\_\_\_\_



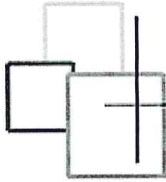


# Fund Transaction Summary

---

Transaction Type: Invoice  
Fiscal: 2021 - December 2021 - 2nd Council-12/29/2021

Fund Number	Description	Amount
001	Current Expense	\$77,971.34
101	City Streets	\$6,571.19
104	Cemetery	\$9,468.52
105	Parks Department	\$1,808.60
304	City Hall Construction	\$3,757.58
401	Water	\$17,812.70
408	Wastewater	\$89,879.56
410	Stormwater	\$26,180.90
412	Utility Land Acquisition	\$886.26
	<b>Count: 9</b>	<b>\$234,336.65</b>

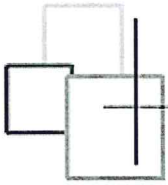


# Register

Fiscal: 2021  
 Deposit Period: 2021 - December 2021  
 Check Period: 2021 - December 2021 - 2nd Council-12/29/2021

Number	Name	Print Date	Clearing Date	Amount
<b>Key Bank</b>	<b>0032707010</b>			
<b>Check</b>				
<u>EFT-KeyBank MasterCard NOV2021</u>	Keybank-MasterCard	12/9/2021	12/10/2021	\$12,090.61
		<b>Total</b>	<b>Check</b>	<b>\$12,090.61</b>
		<b>Total</b>	<b>0032707010</b>	<b>\$12,090.61</b>
<b>Key Bank</b>	<b>2000073</b>			
<b>Check</b>				
<u>50617</u>	McClatchy Company LLC	12/9/2021	12/17/2021	\$3,609.85
<u>50618</u>	AHBL, INC	12/17/2021	12/20/2021	\$14,169.22
<u>50619</u>	Brisco Inc.	12/17/2021	12/28/2021	\$1,269.93
<u>50620</u>	Centralia Monument Company	12/17/2021	12/20/2021	\$9,398.56
<u>50621</u>	CenturyLink/Qwest	12/17/2021	12/21/2021	\$152.70
<u>50622</u>	CenturyLink-Lumen	12/17/2021	12/22/2021	\$2,023.88
<u>50623</u>	Cintas Corporation #461	12/17/2021	12/24/2021	\$220.08
<u>50624</u>	Cross Connection Specialists LLC	12/17/2021	12/27/2021	\$10,669.42
<u>50625</u>	Crystal & Sierra Springs	12/17/2021	12/27/2021	\$88.19
<u>50626</u>	Cues, INC	12/17/2021	12/21/2021	\$44,514.86
<u>50627</u>	Drain-Pro INC	12/17/2021	12/29/2021	\$709.41
<u>50628</u>	Federal Eastern International	12/17/2021	12/22/2021	\$261.39
<u>50629</u>	Ford Motor Credit Company LLC	12/17/2021	12/21/2021	\$2,981.03
<u>50630</u>	Grainger	12/17/2021	12/22/2021	\$228.42
<u>50631</u>	GreatAmerica Financial Svcs	12/17/2021	12/24/2021	\$1,131.79
<u>50632</u>	Hach Company	12/17/2021	12/23/2021	\$1,314.06
<u>50633</u>	Huffman, ED	12/17/2021	12/22/2021	\$42.00
<u>50634</u>	Inslee, Best, Doezie & Ryder, P.S	12/17/2021	12/20/2021	\$14,307.50
<u>50635</u>	Intercom Language Services	12/17/2021	12/23/2021	\$130.00
<u>50636</u>	Jan-Pro Cleaning Systems Of Puget Sound	12/17/2021	12/20/2021	\$547.00
<u>50637</u>	Konica Minolta Business-Usa Inc	12/17/2021	12/23/2021	\$167.00
<u>50638</u>	Larson, Scott	12/17/2021	12/22/2021	\$106.93
<u>50639</u>	Law Offices of Matthew J Rusnak	12/17/2021	12/23/2021	\$2,070.25
<u>50640</u>	Lawson Electric	12/17/2021	12/28/2021	\$1,133.58
<u>50641</u>	Lemay Mobile Shredding	12/17/2021	12/22/2021	\$60.00
<u>50642</u>	Lexipol Llc	12/17/2021	12/30/2021	\$6,364.85
<u>50643</u>	LN Curtis & Son	12/17/2021	12/23/2021	\$631.79
<u>50644</u>	McClatchy Company LLC	12/17/2021	12/22/2021	\$1,602.15
<u>50645</u>	O'Reilly Auto Parts	12/17/2021	12/23/2021	\$251.41
<u>50646</u>	Orting Valley Senior Cent	12/17/2021	12/21/2021	\$3,000.00
<u>50647</u>	P.C. Budget & Finance	12/17/2021	12/22/2021	\$6,512.73

Number	Name	Print Date	Clearing Date	Amount
50648	Pape & Sons Construction INC	12/17/2021	12/20/2021	\$60,618.54
50649	PAPE Machinery INC	12/17/2021	12/21/2021	\$1,640.99
50650	Popular Networks, Llc	12/17/2021	12/21/2021	\$10,653.90
50651	Puget Sound Energy	12/17/2021	12/21/2021	\$5,027.85
50652	Randles Sand & Gravel	12/17/2021	12/27/2021	\$1,829.62
50653	Scientific Supply & Equip	12/17/2021		\$182.90
50654	SCORE	12/17/2021	12/23/2021	\$552.00
50655	SHRED-IT, C/O Stericycle INC	12/17/2021	12/22/2021	\$219.11
50656	Solid Waste Systems INC	12/17/2021	12/21/2021	\$353.45
50657	Sumner Lawn'n Saw	12/17/2021	12/20/2021	\$131.36
50658	The Walls Law Firm	12/17/2021	12/22/2021	\$2,070.25
50659	UniFirst Corporation	12/17/2021	12/23/2021	\$260.65
50660	United Laboratories	12/17/2021	12/27/2021	\$600.42
50661	Utilities Underground Location Center	12/17/2021	12/21/2021	\$90.30
50662	UW Valley Medical Center - OHS-Renton	12/17/2021	12/23/2021	\$495.00
50663	Wa. State Dept. of Ecolog	12/17/2021	12/21/2021	\$294.00
50664	Water Management Lab Inc.	12/17/2021	12/21/2021	\$367.00
50665	Wex Bank	12/17/2021	12/23/2021	\$2,098.20
50666	Light Bright Guy LLC	12/21/2021	12/30/2021	\$4,460.52
50667	Murphy-Brown, Mary	12/21/2021	12/23/2021	\$630.00
		<b>Total</b>	<b>Check</b>	<b>\$222,246.04</b>
		<b>Total</b>	<b>2000073</b>	<b>\$222,246.04</b>
		<b>Grand Total</b>		<b>\$234,336.65</b>



# Custom Council Report

Vendor	Number	Invoice	Account Number	Notes	Amount	
AHBL, INC	50618	128786-2190800.30	001-558-60-41-02	Planning Consultant-Orting on Call Planning	\$5,475.00	
		128788-2190800.33	001-558-60-41-02	Planning Consultant-Pre Application Meeting	\$402.50	
		128790-2190800.36	001-558-60-41-02	Planning Consultant-Code Amendments	\$225.47	
		128791-2190800.61	001-558-60-41-02	Planning Consultant-Abundant Life Chruch-Permit DA2020-02	\$460.00	
		128799-2190800.64	001-558-60-41-02	Planning Consultant-Orting Parks Plan	\$2,856.25	
		128800-2190800.65	001-558-60-41-02	Planning Consultant-Old Pioneer WAy Short Plat-Permit SP2020-02	\$62.50	
		128801-2190800.71	001-558-60-41-02	Planning Consultant-Rudy Meadows	\$281.25	
		129216-2190800.30	001-558-60-41-02	Planning Consultant-Orting on Call Planning	\$3,750.00	
		129217-2190800.32	001-558-60-41-02	Planning Consultant-Business Licenses	\$62.50	
		129218-2190800.33	001-558-60-41-02	Planning Consultant-Pre Application Meeting	\$468.75	
		129219-2190800.36	001-558-60-41-02	Planning Consultant-Code Amendments	\$62.50	
		129220-2190800.61	001-558-60-41-02	Abundant Life Chruch-Permit DA2020-02	\$62.50	
		<b>Total</b>				<b>\$14,169.22</b>
		Brisco Inc.	50619	DEC2021-305	001-524-20-32-01	Fuel-Bulding
401-534-80-32-01	Fuel Water				\$125.50	
401-534-80-32-01	Fuel Water				\$300.00	
401-534-80-32-01	Fuel Water				\$300.00	
401-534-80-32-01	Fuel Water				\$300.00	
410-531-38-32-02	Fuel Storm				\$90.67	
410-531-38-32-02	Fuel Storm				\$97.76	
<b>Total</b>					<b>\$1,269.93</b>	

Vendor	Number	Invoice	Account Number	Notes	Amount
Centralia Monument Company	50620	DEC2021-300 Windsor Columbarium	104-594-36-64-07	Windsor 48 Niche Columbarium-Down Payment	\$9,398.56
				<b>Total</b>	<b>\$9,398.56</b>
CenturyLink-Lumen	50622	254248460	001-512-50-42-00	City Hall Internet	\$141.67
			001-514-23-42-00	City Hall Internet	\$242.87
			001-521-50-42-00	City Hall Internet	\$607.16
			001-524-20-42-00	City Hall Internet	\$60.72
			101-542-30-42-00	City Hall Internet	\$80.96
			105-576-80-41-16	City Hall Internet	\$121.43
			401-534-10-42-01	City Hall Internet	\$242.87
			408-535-10-42-01	City Hall Internet	\$283.34
			410-531-38-42-01	City Hall Internet	\$242.86
				<b>Total</b>	<b>\$2,023.88</b>
CenturyLink/Qwest	50621	492B- DEC2021	001-521-50-42-00	PD-Phones	\$152.70
				<b>Total</b>	<b>\$152.70</b>
Cintas Corporation #461	50623	13796519	408-535-60-48-04	Cleaning of City Park Restrooms	\$220.08
				<b>Total</b>	<b>\$220.08</b>
Cross Connection Specialists LLC	50624	36270	401-534-60-48-00	Annul Backflow Test-City Wide	\$10,669.42
				<b>Total</b>	<b>\$10,669.42</b>
Crystal & Sierra Springs	50625	52258720 120421	401-534-10-31-00	Water for Public Works	\$44.09
			408-535-10-31-00	Water for Public Works	\$44.10
				<b>Total</b>	<b>\$88.19</b>
Cues, INC	50626	600718	408-594-35-63-41	Pipeline Video Camera	\$22,257.43
			410-594-31-63-47	Pipeline Video Camera	\$22,257.43
				<b>Total</b>	<b>\$44,514.86</b>
Drain-Pro INC	50627	91139	408-535-60-48-04	Honey Bucket Service-Cemetery	\$96.57
		91140	408-535-60-48-04	Honey Bucket Service-Skinner	\$103.84
		91141	408-535-60-48-04	Honey Bucket Rental Whitehawk	\$254.50
		91142	408-535-60-48-04	Honey Bucket Rental-Main Park	\$254.50
				<b>Total</b>	<b>\$709.41</b>
Federal Eastern International	50628	52668700	001-521-20-31-01	Police Vest-Deffit	\$261.39
				<b>Total</b>	<b>\$261.39</b>



Vendor	Number	Invoice	Account Number	Notes	Amount
Ford Motor Credit Company LLC	50629	1768680 - 8487901 Lease Payment # - 38-2018 Ford Interceptor 8487901	001-591-21-70-03	Lease Payment # - 38-2018 Ford Interceptor-P 8487901	\$2,673.21
			001-592-21-80-02	Lease Payment # - 38-2018 Ford Interceptor-I 8487901	\$307.82
				<b>Total</b>	<b>\$2,981.03</b>
Grainger	50630	9134046565	401-534-50-48-02	3 Way Poppet	\$228.42
				<b>Total</b>	<b>\$228.42</b>
GreatAmerica Financial Svcs	50631	30669727	001-594-12-41-02	Phone Lease	\$79.23
			001-594-14-41-03	Phone Lease	\$147.13
			001-594-14-41-07	Phone Lease	\$22.64
			001-594-21-41-03	Phone Lease	\$339.54
			001-594-24-41-02	Phone Lease	\$33.95
			101-594-42-41-02	Phone Lease	\$45.27
			105-594-76-41-03	Phone Lease	\$33.95
			401-594-34-42-03	Phone Lease	\$135.81
			408-594-35-64-55	Phone Lease	\$158.45
			410-594-31-41-42	Phone Lease	\$135.82
	<b>Total</b>	<b>\$1,131.79</b>			
Hach Company	50632	12766178	408-535-10-31-04	Chemical Supplies	\$187.60
		12770341	408-535-10-31-04	Chemical Supplies	\$285.54
		12770344	408-535-10-31-04	Chemical Supplies	\$840.92
			<b>Total</b>	<b>\$1,314.06</b>	
Huffman, ED	50633	DEC2021-301-Waterworks Renewal	401-534-90-49-00	Huffman-Waterworks Renewal-	\$42.00
				<b>Total</b>	<b>\$42.00</b>
Inslee, Best, Doezie & Ryder, P.S	50634	370401-370402-370403-370404	001-515-41-41-01	City Attorney Services-Retainer	\$2,225.00
			001-515-41-41-02	City Attorney Services-Public Records	\$200.00
			001-515-41-41-02	City Attorney Services	\$350.00
			001-515-41-41-04	City Attorney Services-Chronic Nuisance	\$475.00
			001-515-41-41-04	City Attorney Services	\$2,950.00
			001-515-41-41-05	City Attorney Services-HR	\$125.00
			001-515-41-41-06	City Attorney Services-Code Enforcement	\$350.00
			001-515-41-41-07	City Attorney Services-Development	\$75.00
			001-515-41-41-07	City Attorney-Bridgewater Development Agreement	\$200.00

Vendor	Number	Invoice	Account Number	Notes	Amount		
Inslee, Best, Doezie & Ryder, P.S	50634	370401-370402-370403-370404	401-534-10-41-04	City Attorney Services-Water	\$125.00		
			408-535-10-41-04	City Attorney Services-Sewer	\$125.00		
	372168		410-531-39-41-04	City Attorney Services-Storm	\$125.00		
			001-515-41-41-01	City Attorney Services-Retainer	\$2,225.00		
			001-515-41-41-02	City Attorney Services-Public Records	\$164.14		
			001-515-41-41-02	City Attorney Services	\$1,140.01		
			001-515-41-41-04	City Attorney Services-Chronic Nuisance	\$1,210.00		
			001-515-41-41-04	City Attorney Services-Chronic Nuisance	\$1,504.68		
			001-515-41-41-05	City Attorney Services-HR	\$136.79		
			001-515-41-41-07	City Attorney Services-Development	\$27.36		
			401-534-10-41-04	City Attorney Services-Water	\$300.94		
			408-535-10-41-04	City Attorney Services-Sewer	\$136.79		
			410-531-39-41-04	City Attorney Services-Storm	\$136.79		
			<b>Total</b>				<b>\$14,307.50</b>
			Intercom Language Services	50635	21-603	001-512-50-49-05	Court Appointed Interpreter
<b>Total</b>				<b>\$130.00</b>			
Jan-Pro Cleaning Systems Of Puget Sound	50636	Invoice - 12/13/2021 9:57:37 AM	001-512-50-41-08	Janitorial-City Hall-DEC 2021	\$38.29		
			001-514-21-41-01	Janitorial-City Hall-DEC 2021	\$98.46		
			001-521-50-41-04	Janitorial-City Hall-DEC 2021	\$164.10		
			001-524-20-49-02	Janitorial-City Hall-DEC 2021	\$16.41		
			101-542-30-44-01	Janitorial-City Hall-DEC 2021	\$21.88		
			401-534-10-41-43	Janitorial-City Hall-DEC 2021	\$65.64		
			408-535-10-41-44	Janitorial-City Hall-DEC 2021	\$76.58		
			410-531-31-41-04	Janitorial-City Hall-DEC 2021	\$65.64		
			<b>Total</b>				<b>\$547.00</b>
Keybank-MasterCard	EFT-KeyBank MasterCard NOV2021	0371-Gard-NOV2021	001-521-20-31-01	Duty Holsters	\$661.88		
			001-511-60-31-01	Zoom For Council-Planning & Court Meetings	\$1.10		
	0525-Agfalvi-NOV2021	001-511-60-31-01	Zoom License For Council Meetings-Planning & Court	\$10.93			
		001-511-60-31-01	Phone Case	\$14.20			

Vendor	Number	Invoice	Account Number	Notes	Amount	
Keybank-MasterCard	EFT-KeyBank MasterCard NOV2021	0525-Agfalvi-NOV2021	001-511-60-41-01	Elected Officials Training-Koeing & Tracy	\$80.00	
			001-512-50-31-00	Zoom License For Council Meetings-Planning & Court	\$10.93	
			001-512-50-49-03	Lunch for Manager Training	\$13.57	
			001-513-10-49-00	Lunch for Manager Training	\$13.57	
			001-514-23-31-02	Zoom License For Council Meetings-Planning & Court	\$10.93	
			001-514-23-31-02	Flowers-Sympathy Bunker	\$84.22	
			001-514-40-41-19	Lunch for Manager Training	\$13.57	
			001-521-40-49-00	Lunch for Manager Training	\$13.57	
			001-575-50-31-01	Phone Case	\$18.59	
			001-575-50-31-01	Facebooks-Tree Lighting in the Park	\$30.00	
			001-575-50-31-01	Docking Station for Parks & Rec	\$293.48	
			401-534-90-49-00	Lunch for Manager Training	\$13.57	
			408-535-90-49-00	Lunch for Manager Training	\$13.57	
			410-531-31-40-06	Lunch for Manager Training	\$13.57	
			1181-Lincoln NOV2021	001-524-20-31-00	Amazon Membership Cancellation	(\$14.21)
			1397-Turner-NOV2021	001-521-20-31-01	Uniform Repair & Patches-Kenyon	\$32.00
				001-521-20-31-03	Business Cards-Kenyon	\$28.43
				001-521-50-48-02	Car Wash	\$15.00
			1513-Kainoa-NOV2021	001-521-50-48-03	Mechanical Drawer & Gloves	\$305.82
				001-512-50-31-00	Paper & Sticky Notes	\$47.70
				001-512-50-31-02	Dell Laptop Computer	\$1,738.76
			1668-Finance-NOV2021	001-511-60-31-01	Notepads	\$14.62
				001-511-60-31-01	Office Supplies	\$28.98
				001-514-23-31-02	Stamps>com	\$19.68
				001-514-23-31-02	Notepads-Pencils-Calendar	\$25.56
				001-514-23-31-02	File Folders	\$42.92
				401-534-10-31-00	Adobe Acrobat	\$24.83
				401-534-10-31-00	Notepads-Pencils-Calendar	\$25.56
				408-535-10-41-14	Notepads-Pencils-Calendar	\$25.57
			1920-Gabreluk-NOV2021	001-521-20-31-03	Shipping Containers-Gloves	\$751.95
				001-521-30-31-04	Adobe Records Redaction	\$17.27
				001-521-30-49-00	Meal for Police Event Volunteers	\$139.08
				001-521-50-48-03	Signs for Police Parking Lot	\$102.62
			5423-Public Works-NOV2021	001-524-20-31-00	Office Supplies-Lincoln	\$7.65



Vendor	Number	Invoice	Account Number	Notes	Amount	
Keybank-MasterCard	EFT-KeyBank MasterCard NOV2021	5423-Public Works-NOV2021	001-524-20-31-00	Office Supplies-Lincoln	\$61.85	
			101-542-30-48-02	Battery for Flashing Crosswalk Lights	\$318.52	
			105-576-80-31-04	Staple Gun-Hanging Christmas Lights	\$27.37	
			105-576-80-31-04	Filter Paper Red & Green for Bell Tower Lights	\$91.72	
			105-576-80-48-00	Foam Down for Fountain	\$32.96	
			401-534-10-31-00	Index Cards	\$15.31	
			401-534-10-31-00	MRSC Membership Renewal	\$45.00	
			401-534-10-31-00	Desk Calendars & Wall Calendars	\$120.52	
			401-534-10-31-04	CDL Physical-Nale	\$58.33	
			401-534-50-48-02	Vinegar For Wells	\$159.96	
			401-534-50-48-02	Dried Silica Gel Filters	\$495.94	
			401-534-50-48-04	Battery for Utility Locator	\$12.50	
			401-534-50-48-06	Tires for 09 F150-FA1051	\$961.25	
			401-594-34-63-55	Jute Mesh & Staple-Harman Tank Demo	\$286.08	
			408-535-10-31-00	2022 Wall Calendars	\$20.78	
			408-535-10-31-00	MRSC Membership Renewal	\$45.00	
			408-535-10-31-05	CDL Physical-Nale	\$58.33	
			408-535-50-48-04	Battery for Utility Locator	\$12.51	
			410-531-38-31-00	MRSC Membership Renewal	\$45.00	
			410-531-38-31-00	CDL Physical-Nale	\$58.34	
			412-594-59-62-01	Air Compressor Tools	\$886.26	
			6744-Hattaway-NOV2021	001-521-20-31-03	Reader Cards	\$43.98
				001-521-21-31-01	Scale-Photo Markers-buccal Swab Collection Kits	\$127.41
			8222-Russo-NOV2021	001-511-60-31-02	Tablets for Council Members	\$1,088.60
				001-575-50-31-01	Computer for Activities & Events	\$1,752.57
			8502-Police-NOV2021	001-521-20-31-03	Paper-File Jackets-Flash Drive	\$197.58
				001-521-20-31-07	Shipping of Evidence	\$8.70
				001-521-21-31-01	Toll Cost for Investigation	\$7.25
				001-521-40-49-00	Frontline Trainig for Palombi	\$250.00
			9853-Larson-NOV2021	001-511-60-31-01	Display Port Cables	\$40.00
				001-514-23-31-02	Display Port Cables	\$69.95

Vendor	Number	Invoice	Account Number	Notes	Amount
Konica Minolta Business-Usa Inc	50637	276800237	001-521-10-40-06	Copier Lease PD	\$167.00
				<b>Total</b>	<b>\$167.00</b>
Larson, Scott	50638	DEC2021-302	001-571-20-31-01	Microsoft Program for Park & Rec Computer	\$106.93
				<b>Total</b>	<b>\$106.93</b>
Law Offices of Matthew J Rusnak	50639	381-Court Appointed Attorney-Dec 2021	001-512-50-49-01	Court Appointed Attorney-Dec 2021	\$2,070.25
				<b>Total</b>	<b>\$2,070.25</b>
Lawson Electric	50640	1180	001-514-21-48-01	Check of Outlets for Christmas Lights	\$377.86
			001-521-50-48-06	Repaired lights in PD Evidence Room	\$377.86
			105-576-80-48-00	Check Power At Bell Tower	\$377.86
				<b>Total</b>	<b>\$1,133.58</b>
Lemay Mobile Shredding	50641	4727180	401-534-10-31-00	Shredding Public Works Shop	\$30.00
			408-535-10-31-00	Shredding Public Works Shop	\$30.00
				<b>Total</b>	<b>\$60.00</b>
Lexipol Llc	50642	INVEX7442	001-521-20-34-00	Training Bulletin-Updates-Policy Manual	\$6,364.85
				<b>Total</b>	<b>\$6,364.85</b>
Light Bright Guy LLC	50666	1510	001-512-50-31-00	City Hall Christmas Lights	\$235.32
			001-514-23-31-02	City Hall Christmas Lights	\$235.31
			001-521-20-31-03	City Hall Christmas Lights	\$232.31
			304-594-18-60-01	City Hall Christmas Lights	\$3,757.58
				<b>Total</b>	<b>\$4,460.52</b>
LN Curtis & Son	50643	INV-547815	001-521-20-31-01		\$123.62
		INV534772	001-521-20-31-01	Cleaning Kit	\$128.81
		INV547487	001-521-20-31-01	Uniform Items-Kenyon	\$233.02
		INV550153	001-521-20-31-01	Belt-Turner	\$124.41
		INV550329	001-521-20-31-01	Ear Piece-Turner	\$21.93
				<b>Total</b>	<b>\$631.79</b>
McClatchy Company LLC	50617	489704-63235	101-542-30-31-00	Request for On-Call Professional Engineering Services-Publications	\$180.99

Vendor	Number	Invoice	Account Number	Notes	Amount	
McClatchy Company LLC	50617	489704-63235	401-534-70-44-00	Request for On-Call Professional Engineering Services- Publications	\$452.46	
			408-535-10-31-00	Request for On-Call Professional Engineering Services- Publications	\$723.94	
			410-531-38-31-01	Request for On-Call Professional Engineering Services- Publications	\$452.46	
			489705-71967	101-542-30-31-00	Request for On-Call Professional Engineering Services- Publications	\$180.00
				401-534-70-44-00	Request for On-Call Professional Engineering Services- Publications	\$450.00
				408-535-10-31-00	Request for On-Call Professional Engineering Services- Publications	\$720.00
			50644	80250	410-531-38-31-01	Request for On-Call Professional Engineering Services- Publications
	001-511-60-49-03	Publication-ORD 2021-1087			\$111.91	
	001-511-60-49-03	Publication-ORD 2021-1089			\$127.99	
	001-511-60-49-03	Public Hearing- 2022 Preliminary Budget Hearing- 11/17/2021			\$181.59	
	001-511-60-49-03	Public Hearing- Final Budget Hearing-11/23/2021			\$181.59	
	001-511-60-49-03	Public Hearing- 2022-2027 Transportaion Plan- 11/23/2021-Zoom Meeting			\$186.95	
	001-511-60-49-03	Public Hearing- 2022-2027 Transportaion Plan- 11/7/2021			\$192.31	
	001-511-60-49-03	Public Hearing- 2022-2027 Transportaion Plan- 11/23/2021	\$192.31			
001-511-60-49-03	Public Hearing- 2022-2027 Transportaion Plan- 11/17/2021	\$208.39				

Vendor	Number	Invoice	Account Number	Notes	Amount
McClatchy Company LLC	50644	80250	001-511-60-49-03	Public Hearing- 2022 Preliminary Budget Hearing- 11/23/2021	\$219.11
				<b>Total</b>	<b>\$5,212.00</b>
Murphy-Brown, Mary	50667	Dance Class-DEC 2021	001-571-20-31-21	Dance Class-DEC 2021	\$630.00
				<b>Total</b>	<b>\$630.00</b>
O'Reilly Auto Parts	50645	1265583-DEC2021	001-521-50-48-02	Battery Core Refund	(\$23.76)
			001-521-50-48-02	Battery-Ford Explorer	\$157.75
			101-542-30-35-00	Pliers	\$6.56
			101-542-30-48-04	Brake Clean-#028	\$76.88
			105-576-80-35-00	Pliers	\$6.56
			105-576-80-48-03	Cleaning Supplies - Scuff Pad-WO6925	(\$9.82)
			105-576-80-48-03	Cleaning Supplies WO6925	\$12.76
			401-534-50-48-02	Hose Clamps	\$13.55
			408-535-50-48-08	Retainer-FA1071	\$4.37
			410-531-38-35-00	Pliers	\$6.56
				<b>Total</b>	<b>\$251.41</b>
Orting Valley Senior Cent	50646	AB21-102	001-511-60-31-03	Support-Council Discretionary Fund- Williams	\$3,000.00
				<b>Total</b>	<b>\$3,000.00</b>
P.C. Budget & Finance	50647	CI-309522 C-104188	001-514-23-41-11	Membership Dues- RCC 4th QRT	\$2,726.03
		CI-310014 C-104188	001-554-30-40-00	Animal Control-Nov 2021	\$3,786.70
				<b>Total</b>	<b>\$6,512.73</b>
Pape & Sons Construction INC	50648	Pay Request #2-2020 Lift Station Upgrades Project	408-594-35-63-33	2020 Lift Station Upgrades Project	\$60,618.54
				<b>Total</b>	<b>\$60,618.54</b>
PAPE Machinery INC	50649	13129029	105-576-80-48-01	Parts for-FA1014	\$656.41
			401-534-50-48-04	Parts for-FA1014	\$164.09
			408-535-50-48-04	Parts for-FA1014	\$164.09
			410-531-38-48-01	Parts for-FA1014	\$656.40
				<b>Total</b>	<b>\$1,640.99</b>
Popular Networks, Llc	50650	37131-NOV2021	001-513-23-41-01	Computer Maintenance	\$87.44
			001-514-23-41-04	Computer Maintenance	\$244.83
			001-524-20-41-01	Computer Maintenance	\$174.88
			001-525-60-41-03	Disaster Recovery Backup-Server	\$1,067.97
			001-575-50-41-03	Computer Maintenance	\$157.39

Vendor	Number	Invoice	Account Number	Notes	Amount	
Popular Networks, Llc	50650	37131-NOV2021	101-542-30-41-04	Computer Maintenance	\$87.44	
			104-536-20-41-01	Computer Maintenance	\$34.98	
			401-534-10-41-05	Computer Maintenance	\$367.25	
			408-535-10-41-05	Computer Maintenance	\$367.25	
			410-531-38-41-04	Computer Maintenance	\$227.34	
		37139-NOV2021	001-512-50-41-01	Computer Maintenance-Nov2021	\$30.55	
			001-521-50-41-01	Computer Maintenance-PD PSB-Nov2021	\$1,496.92	
			001-525-60-41-03	Disaster Recovery Backup-Server-Nov2021	\$982.71	
			37159-DEC2021	001-513-23-41-01	Computer Maintenance	\$87.44
				001-514-23-41-04	Computer Maintenance	\$244.83
		001-524-20-41-01		Computer Maintenance	\$174.88	
		37167-DEC2021	001-525-60-41-03	Disaster Recovery Backup-Server	\$1,067.97	
			001-575-50-41-03	Computer Maintenance	\$157.39	
			101-542-30-41-04	Computer Maintenance	\$87.44	
			104-536-20-41-01	Computer Maintenance	\$34.98	
	401-534-10-41-05		Computer Maintenance	\$367.25		
	408-535-10-41-05		Computer Maintenance	\$367.25		
	410-531-38-41-04		Computer Maintenance	\$227.34		
	001-512-50-41-01		Computer Maintenance	\$30.55		
	001-521-50-41-01		Computer Maintenance-PD PSB	\$1,496.92		
	001-525-60-41-03		Disaster Recovery Backup-Server	\$982.71		
	<b>Total</b>				<b>\$10,653.90</b>	
	Puget Sound Energy		50651	200019646914-DEC2021	101-542-63-47-03	Street Lights
		220028112518-DEC2021		101-542-63-47-03	Street Lights-Mill AVE SE	\$4.67
		300000002406-DEC2021		101-542-63-47-03	Street Lights	\$4,973.98
		<b>Total</b>				<b>\$5,027.85</b>
	Randles Sand & Gravel	50652	418969	101-542-30-48-02	Waste Removal	\$85.15
105-576-80-48-00				Waste Removal	\$85.15	
401-534-50-48-02				Waste Removal	\$85.15	
410-531-38-48-02				Waste Removal	\$85.15	
419071		101-542-30-48-02	Waste Removal	\$229.90		
		105-576-80-48-00	Waste Removal	\$229.90		
		401-534-50-48-02	Waste Removal	\$229.91		
410-531-38-48-02				Waste Removal	\$229.91	



Vendor	Number	Invoice	Account Number	Notes	Amount
Randles Sand & Gravel	50652	419072	101-542-30-48-02	Waste Removal	\$142.35
			105-576-80-48-00	Waste Removal	\$142.35
			401-534-50-48-02	Waste Removal	\$142.35
			410-531-38-48-02	Waste Removal	\$142.35
			<b>Total</b>		<b>\$1,829.62</b>
Scientific Supply & Equip	50653	31452269	408-535-10-31-00	Lab Supplies	\$182.90
				<b>Total</b>	<b>\$182.90</b>
SCORE	50654	5624-Jail Fees-Nov 2021	001-523-60-41-00	Jail Fees-Nov 2021	\$552.00
				<b>Total</b>	<b>\$552.00</b>
SHRED-IT, C/O Stericycle INC	50655	8000407025	001-514-23-31-02	City Hall Shredding	\$109.56
			001-521-20-31-03	PD Shredding	\$109.55
			<b>Total</b>	<b>\$219.11</b>	
Solid Waste Systems INC	50656	0138649-IN	410-531-38-48-00	Fan Seal-Seal Intake	\$353.45
				<b>Total</b>	<b>\$353.45</b>
Sumner Lawn'n Saw	50657	86671	001-575-50-48-00	Hand Pruner-WO6950	\$50.30
			410-531-38-48-01	Screw Tap-Muffler Gasket WO6950	\$81.06
			<b>Total</b>	<b>\$131.36</b>	
The Walls Law Firm	50658	135-NOV2021	001-515-41-41-03	Prosecuting Attorney-Nov 2021	\$2,070.25
				<b>Total</b>	<b>\$2,070.25</b>
UniFirst Corporation	50659	300 1808815	408-535-10-31-03	Uniform Item-Protective Services	\$260.65
				<b>Total</b>	<b>\$260.65</b>
United Laboratories	50660	INV335308	408-535-10-31-01	Gloves	\$600.42
				<b>Total</b>	<b>\$600.42</b>
Utilities Underground Location Center	50661	1110202	401-534-60-41-00	Locates-NOV2021	\$45.15
			408-535-60-41-00	Locates-NOV2021	\$45.15
			<b>Total</b>	<b>\$90.30</b>	
UW Valley Medical Center - OHS-Renton	50662	70003548-Kenyon	001-521-20-41-00	Medical Exam- New Hire-Kenyon	\$495.00
				<b>Total</b>	<b>\$495.00</b>
Wa. State Dept. of Ecolog	50663	22Daskam7883	408-535-50-49-15	WW Operator Annual Renewal 2022-22Daskam7883	\$98.00
		22Ewing7068	408-535-50-49-15	WW Operator Annual Renewal 2022-22Ewing7068	\$98.00

Vendor	Number	Invoice	Account Number	Notes	Amount
Wa. State Dept. of Ecolog	50663	22Huffman7415	408-535-50-49-15	WW Operator Annual Renewal 2022-22Huffman7415	\$98.00
				<b>Total</b>	<b>\$294.00</b>
Water Management Lab Inc.	50664	198973	401-534-10-41-03	Lab Testing	\$175.00
		198988	401-534-10-41-03	Lab Testing	\$192.00
				<b>Total</b>	<b>\$367.00</b>
Wex Bank	50665	76724176	001-521-20-32-00	Fuel-PD	\$2,098.20
				<b>Total</b>	<b>\$2,098.20</b>
				<b>Grand Total</b>	<b>\$234,336.65</b>

## **COUNCILMEMBERS**

Position No.

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



## **ORTING CITY COUNCIL**

Regular Business Meeting Minutes  
104 Bridge St S. Orting, WA 98360  
Virtual – Zoom meeting  
December 8th, 2021  
7:00 p.m.

### **Mayor Joshua Penner, Chair**

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

Mayor Penner called the meeting to order at 7:00pm. Councilmember Drennan led the pledge of allegiance, and then roll call was taken.

**Councilmembers present:** Councilmembers John Williams, John Kelly, Scott Drennen, Gregg Bradshaw, Tod Gunther, Don Tracy, and Deputy Mayor Hogan.

**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.

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 963 8036 2700 passcode 126639. If you log in at zoom.com you will need to enter the meeting ID 963 8036 2700, the passcode 126639, and your name.

#### **2. SWEARING IN OF ELECTED COUNCIL MEMBER.**

Position #3 – Don Tracy  
**Judge Curry**

Judge Curry swore in Councilmember elect Don Tracy for City of Orting Council Position #3.

#### **REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.**

***Councilmember Williams made a motion to add a grant request for discretionary funds to the agenda as item E. Seconded by Councilmember Kelly.***

***Motion passed (7-0).***

**3. PUBLIC COMMENTS** - Comments may be sent to the City Clerk at [clerk@cityoforting.org](mailto:clerk@cityoforting.org) by 3pm on December 8<sup>th</sup>, 2021, and will be read in to the record at the meeting. In person 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.

No comments were made.

*Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219*

***Next Regular Meeting: January 12th, 2022 at 7:00pm*** Page 1 | 2

Page 1 | 4



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

- A. Payroll Claims and Warrants.
- B. Regular Meeting minutes of November 17<sup>th</sup>, 2021 and November 23<sup>rd</sup>, 2021.

*Councilmember Kelly made a motion to approve consent agenda as prepared. Seconded by Councilmember Williams.*

*Motion passed (7-0)*

**5. AGENDA ITEMS.**

- A. **AB21-100** – Parametrix Contract.  
Maryanne Zukowski

City Engineer Maryanne Zukowski briefed on the extension for the on-call engineering services for Parametrix. She stated the extension would be for one month for emergent services, and on specific projects for a year where the consultant has designed the project almost to one hundred percent.

*Councilmember Drennan made a motion to authorize the Mayor to sign an amendment to the City's on call engineering contract with Parametrix, Inc. Seconded by Councilmember Williams.*

*Motion passed (7-0)*

- B. **AB21-98** – 2022 Grants.  
Scott Larson

City Administrator Larson briefed on the non-profit organizations that applied for grants, and the staff recommendations for these grants.

*Councilmember Kelly made a motion to adopt Resolution No's 2021-19 – Orting Food Bank, 2021-20 – Opportunity Center of Orting (DBA the Haven), 2021-21 – Orting Chamber of Commerce, 2021-22 – Orting Valley Farmers Market, 2021-23 – Recovery Café Orting Valley, 2021-24 – Orting Senior Center, as presented, for a combined total of \$39,100.00. Seconded by Councilmember Gunther.*

*Motion passed (7-0)*

- C. **AB21-101** – Budget Amendment.  
Gretchen Russo

Finance Director Gretchen Russo briefed on additional expenses to the general fund for nonlethal equipment for the police department, cameras and tasers in support of legislation of police reform. The City also incurred unanticipated wage expenses due to the payout of vacation, holiday, and sick pay of unanticipated departing employees. She stated that planning and engineering costs were higher than expected because of an increase of planning time needed to provide recommendations for various code amendments, the completion of the Parks Plan, transition to an in-house engineer and an increase in development requests. Some of these costs were offset by developer reimbursements.

Finance Director Russo also briefed on the following:

**Streets Fund:** Contract approved for the design and permitting costs of the Kansas Street SW project. PSRC grant reimburses 86.5% of these costs. The Emergency Evacuation Bridge Fund requires a \$17,470 transfer from the Streets fund to cover the city's design cost in 2021.

**Cemetery:** During 2021 Council approved the purchase of two columbaria. Operating and maintenance expenses exceeded our original budgeted expectation due to increased services and storm cleanup. Some of these expenses were offset by additional revenue, but the balance will be covered by a transfer from the General Fund. A year end transfer of the sales of graves and lots to the Cemetery Perpetual fund is required by City ordinance.

**Parks Fund:** Maintenance costs were higher than anticipated because of repeated vandalism, storm cleanup and the installation of the ADA spinner.

**2021 Job Classification and Pay Ranges:** The Building Official Pay Range needs to be corrected. Pay range was increased from Range 26 to Range 27.

***Deputy Mayor Hogan made a motion to adopt Ordinance No. 2021-1090, an Ordinance of the City of Orting, Washington, amending Ordinance No. 2020-1066, adopting the City of Orting 2021 Budget; providing for appropriation and expenditure of funds received in excess of estimated revenues; adopting various transfers; providing for severability; and establishing an effective date. Seconded by Councilmember Kelly.***

***Motion passed (7-0).***

#### **D. Meeting Cancellations 2021.** **Scott Larson**

City Administrator Larson stated the City has conducted all the required business for 2021, and that staff is making the recommendation to cancel the two remaining meetings of 2021.

***Deputy Mayor Hogan made a motion to cancel the December 15<sup>th</sup> study session and the December 29<sup>th</sup> regular Council meeting. Seconded by Councilmember Gunther.***

***Motion passed (7-0).***

#### **E. Discretionary Funds.** **Councilmember Williams**

Councilmember Williams briefed that he submitted a request for his \$3000.00 discretionary fund to be granted to the Orting Senior Center. He stated they have recently acquired their own building, and that the discretionary funds would be helpful in their renovations process.

***Councilmember Williams made a motion to adopt Resolution 2021-25 Council Discretionary Funds Grant to Orting Senior Center as prepared, in the amount of \$3000.00. Seconded by Councilmember Gunther.***

***Motion passed (7-0).***

### **6. RECOGNITION OF OUTGOING COUNCIL MEMBERS.** **Scott Larson**

City Administrator Scott Larson stated that he wanted to provide time on the agenda for Councilmembers, staff, and the public to recognize the outstanding work done by outgoing Councilmembers Scott Drennan and John Kelly. Both Councilmembers were honored and thanked for their dedication to the citizens of the City of Orting.

**7. EXECUTIVE SESSION.**

**8. ADJOURNMENT.**

*Deputy Mayor Hogan made a motion to adjourn. Seconded by Councilmember Williams.*

*Motion passed (7-0).*

Mayor Penner adjourned the meeting at 8:07pm.

ATTEST:

\_\_\_\_\_  
Kimberly Agfalvi, City Clerk

\_\_\_\_\_  
Joshua Penner, Mayor



**City Of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject: Appointment of Park Board Members</b>	<b>AB22-04</b>			<b>1.12.2022</b>
	<b>Department:</b>	Executive		
	<b>Date Submitted:</b>			
<b>Cost of Item:</b>	\$			
<b>Amount Budgeted:</b>	\$			
<b>Unexpended Balance:</b>	\$			
<b>Bars #:</b>				
<b>Timeline:</b>				
<b>Submitted By:</b>	<b>Mayor Penner</b>			
<b>Fiscal Note:</b>				
<b>Attachments:</b> Applications				
<p><b>SUMMARY STATEMENT:</b> The Parks Advisory Board promotes citizen participation and provides the City Council with citizen guidance on community views regarding policies relating to parks, playgrounds or other recreational facilities within the City.</p> <p>The Parks Advisory Board assists the Mayor and the City Council in reviewing policies relating to parks, playgrounds or other recreational facilities, and makes recommendations to the Mayor and Council on the following topics: recreation programs; facility use requests; facility use fees and procedures; park, playfield and facility design, budget and capital improvement program planning; concessions; contracts; inter-local and lease agreements, and other matters as requested by the City Council or Mayor.</p> <p>The board consistx of a minimum of five (5) citizens, one of whom may be a nonresident of the City, who shall be appointed by the Mayor and confirmed by the City Council.</p> <p>There is currently 1 vacancy on the Park Board.</p>				
<b>RECOMMENDED ACTION: <u>Motion:</u></b>				
To confirm the Mayors appointment of Shane Fairbanks and reappointment of Matthew Evans to the Parks Advisory Board.				



# Commission Application

City of Orting - Office of the City Clerk  
PO Box 489-110 Train St., Orting, WA 98360  
Phone: (360) 893-2219 - Fax: (360) 893-6809  
www.cityoforting.org

FOR CITY CLERK USE ONLY:

Name: Shane Fairbanks Date: 10/29/21

Mailing Address: [REDACTED]

Phone: [REDACTED] Alt. Phone: [REDACTED]

Best time to contact you: Any Email Address: [REDACTED]

How long at Residence: 16 years

Commission desired: 1.) Parks Advisory Board  
2.)

Reason you are interested in serving: I own the local ice cream shop Scoop There It Is and no one is  
more invested in the parks flourishing than me.

Previous community activities: Coached many years of Bethel Rec sports. Softball, basketball, volleyball.

Applicable education, occupational, and specialized experience: Management at Pape Material Handling  
with full P&L responsibilities

Commissions make recommendations regarding monetary expenditures an/or benefits to certain areas of the Community.

1.) Can you foresee possible conflicts of interest with any of your current employment or civic positions: No

2.) When making these recommendations do you feel you could be impartial and base your decision on the overall need and benefit of the Community: Yes

Are there any days or evenings you are unavailable to meet? : No

Signature of Applicant

10/29/21  
Date

Please return completed form and any additional information to:  
City of Orting – Attn: City Clerk, 110 Train St. SE, PO Box 489, Orting, WA 98360  
For more information, please call (360)893-2219



**City Of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject: Pierce County Regional Council- Appointment of Representatives.</b>	<b>AB22-01</b>	<b>N/A</b>	<b>N/A</b>	<b>1.12.2022</b>
	<b>Department:</b>	Executive/Council		
	<b>Date Submitted:</b>	12.29.2021		
<b>Cost of Item:</b>	\$			
<b>Amount Budgeted:</b>	\$			
<b>Unexpended Balance:</b>	\$			
<b>Bars #:</b>				
<b>Timeline:</b>	Has to be submitted to PCRC Clerk prior to March 2022			
<b>Submitted By:</b>	City Clerk			
<b>Fiscal Note:</b>				
<b>Attachments:</b>				
<b>SUMMARY STATEMENT:</b>				
<p>Each year PCRC requires that City’s designate their representative and alternate for the Pierce County Regional Council.</p> <p><b>Section 3.</b> Appointment: Representatives to the Council shall be appointed as follows:</p> <p>(a) A member jurisdiction granted representation by the Interlocal Agreement shall choose its representative(s) and designated alternates by its own appropriate process. The name and contact information of both the designated representative and his/her alternate, with a copy of the Council minutes designating appointees, shall be transmitted to the Council clerk by the first working day in March of each year.</p>				
<b>RECOMMENDED ACTION: <u>Motion:</u></b>				
<p>To appoint Mayor Penner as representative to the Pierce County Regional Council and _____, as the alternate.</p>				



**City of Orting  
Council Agenda Summary Sheet**

<b>Subject: Selection of Deputy Mayor, 2022</b>		<b>Committee</b>	<b>Study Session</b>	<b>Council</b>
	<b>Agenda Item #:</b>	N/A		
	<b>AB22-02</b>			<b>1.12.2022</b>
	<b>Department:</b>	Executive/Council		
<b>Date Submitted:</b>	<b>12.29.2021</b>			
<b>Cost of Item:</b>	<u>\$</u>			
<b>Amount Budgeted:</b>	<u>\$</u>			
<b>Unexpended Balance:</b>	<u>\$</u>			
<b>Bars #:</b>				
<b>Timeline:</b>	<b>First Meeting in January</b>			
<b>Submitted By:</b>	City Clerk			
<b>Fiscal Note:</b>				
<b>Attachments:</b> Council Rule 8.5 and 3.9				
<b>SUMMARY STATEMENT:</b>				
<i>Per the City Council Rules of Procedure:</i>				
<b>8.5 Selecting Deputy Mayor:</b>				
The Deputy Mayor will be selected by a majority of the Councilmembers annually at the first Council meeting in January				
<b>3.9</b>				
<i>Term of the Deputy Mayor shall be one year. (February 1st, to January 31st.)</i>				
<i>(B) Election of Deputy Mayor. At the first meeting of January, the Council shall elect a Deputy Mayor (DM) for a term of one year, term beginning February 1st, and ending the last day of January.</i>				
<b>RECOMMENDED ACTION: MOTION:</b>				
To Appoint _____ as Deputy Mayor for the year 2022 effective February 1 <sup>st</sup> , 2022.				

## DEPUTY MAYOR APPOINTMENT PROCESS – PAGE 9-11 COUNCIL RULES

### 3.9 Deputy Mayor -- Duties:

- (A) Term of the Deputy Mayor shall be one year. ( February 1<sup>st</sup>, to January 31<sup>st</sup>. )
- (B) Election of Deputy Mayor. At the first meeting of January, the Council shall elect a Deputy Mayor (DM) for a term of one year, beginning February 1<sup>st</sup>, and ending the last day of January.
- (C) The election process shall be as follows:
  - 1. The Deputy Mayor shall serve as the Chair for the nomination process for the position of DM, unless they are a nominee in the process, at which time it will be turned over to the Mayor as Chair. The Chair will repeat each nomination until all nominations have been made. When it appears that no one else wishes to make any further nominations, the Chair will ask again for further nominations and if there are none, the Chair will declare the nominations closed. A motion to close the nominations is not necessary.
  - 2. No one Councilmember may nominate more than one person for a given office until every member wishing to nominate a candidate has an opportunity to do so. Second nominations will then be accepted.
  - 3. Nominations may be made by another Councilmember, or by self.
  - 4. Nominations may include brief supporting comments by the Councilmember.
  - 5. A Councilmember may withdraw their nomination from consideration.
  - 6. Nominations do not require a second.
  - 7. After nominations have been closed (see #2 above for second nominations), each nominee will have an opportunity to speak, either at their seat or at the podium. If the nominee chooses to speak, it may not be for longer than three minutes, with a fifteen second wrap-up period. Then voting for DM will precede:
    - a. Voting will be according to alphabetic order, A-Z of nominations made. Any second vote will be by reverse order, Z-A; continuing to reverse as necessary for subsequent votes. This is done to be as fair as possible to all nominees.
    - b. If there is **only one nominee** for the position, the Chair will open the floor



for a motion and appointment.

c. If there are **two nominees**, the following scenario will be followed:

**Scenario #1: 2 Nominees, 7 standing Councilmembers**

1. Clerk does a roll call for Councilmembers on their preferred candidates
2. Nominee A receives 3 votes
3. Nominee B receives 4 votes
4. Deputy Mayor is chosen (Nominee/Candidate B).  
by majority consensus, no further motion of appointment necessary.

d. If there are **three or more nominees**, the following scenarios will be followed:

**Scenario #1: 3 or more Nominees, 7 standing Councilmembers**

1. Clerk does a roll call for Council-members on their preferred candidates
2. Nominee A gets 3 votes
3. Nominee B gets 2 votes
4. Nominee C gets 2 votes
5. Nominee A is chosen as Candidate A. Chair sets a second ballot for Nominees B & C to determine second candidate.
6. Clerk does a roll call for Councilmembers on their preferred candidate
7. Nominee B gets 3 votes
8. Nominee C gets 4 votes
9. Nominee C is chosen as Candidate B.
10. Clerk does a roll call for Councilmembers on the two final candidates
11. Candidate A gets 2 votes
12. Candidate B gets 5 votes
13. Deputy Mayor is chosen (Candidate B) by majority consensus, no further motion of appointment necessary.

**Scenario #2: 3 or more Nominees, 7 standing Councilmembers**

1. Clerk does a roll call for Councilmembers on their preferred candidates
2. Nominee A gets 3 votes
3. Nominee B gets 3 votes
4. Nominee C gets 1 vote
5. Chair need not set a second ballot as there is a top-two

6. Clerk does a roll call for Councilmembers on their preferred candidate from A & B
7. Candidate A gets 5 votes
8. Candidate B gets 2 votes
9. Deputy Mayor is chosen (Candidate A) by majority consensus, no further motion of appointment necessary.

**Scenario #3: 3 or more Nominees, 7 standing Councilmembers**

1. Clerk does a roll call for Councilmembers on their preferred candidates.
  2. Nominee A gets 4 votes
  3. Nominee B gets 2 votes
  4. Nominee C gets 1 vote
  5. Deputy Mayor is chosen (Nominee/Candidate A) by majority consensus, no further motion of appointment necessary.
8. The goals of this procedure are, above all: public transparency, consensus, respect, and fairness.



**City Of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Meeting Date</b>
<b>Subject:</b> Council Committee selection for the year 2022	<b>AB22-03</b>	N/A		<b>1.12.2022</b>
	<b>Department:</b> Executive/Deputy Mayor			
	<b>Date Submitted:</b>			
<b>Cost of Item:</b>		₪		
<b>Amount Budgeted:</b>		₪		
<b>Unexpended Balance:</b>		₪		
<b>Bars #:</b>				
<b>Timeline:</b>		<b>By the 1<sup>st</sup> Meeting in February</b>		
<b>Submitted By:</b>		<b>City Clerk</b>		

**Fiscal Note:**

**Attachments:** Current Council Assignments – Committee Scopes

**SUMMARY STATEMENT:**

**Council Rule 3.9 (E) Deputy Mayor -- Duties:**

- (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.
  - b) Each Council member shall be assigned to at least one (1) Council Committee, with the exception of the Deputy Mayor who shall chair the study session and shall not be assigned a role in a Council Committee.
  - c) Chairperson selection shall be based on seniority, balance of experience, knowledge and interest prior to assignment.
  - d) The appointment committee shall give weighted consideration for those working on long range project.

**RECOMMENDED ACTION:** Deputy Mayor Hogan and the Mayor Will solicit one councilmember to assist in bringing recommendations for committee assignments back to Council at the February 10<sup>th</sup>, 2021 Council meeting.

**FUTURE MOTION: Motion:**

To approve the Committee assignments, CGA – CM \_\_\_\_\_, Chair, CM \_\_\_\_\_, Vice-Chair. PW- CM \_\_\_\_\_, Chair, and CM \_\_\_\_\_, Vice-Chair. PS- CM \_\_\_\_\_, Chair, and \_\_\_\_\_, Vice –Chair.

# 2022 Council Standing Committees

## Scopes of Authorities

(Please note some descriptions are absent)

### 1. COMMUNITY AND GOVERNMENT AFFAIRS COMMITTEE:

The CGA Committee, considers matters related to **Council training, procedures and communication** and makes **recommendations designed to improve and expedite the business and procedure of Council, and its committees**, proposes to Council any **amendments to the rules** deemed necessary regarding the organization of the Council, **including parliamentary procedure**, it may consider **any matter of a general nature**.

The CGA also considers the following:

**A. Social issues**

**B. Economic development**

**C. Grants-** Reviews grant applications and makes recommendations to Council.

**D. Sponsorship-** Review's applications and makes recommendations to Council

**E. Parks-** In conjunction with City Staff, considers matters related to Parks, Parks Board and Orting Recreation programs.

**F. Cemetery** - In conjunction with City Staff, review the policies, procedures as well as financial health of the cemetery.

**G. Lodging** -Lodging tax is discussed on a quarterly basis with a community business owner.

**\* Facility Issues directly related to Administrative staff**

### 2. PUBLIC SAFETY COMMITTEE:

Public Safety Committee, in conjunction with City Staff, may consider issues related to the **public health, safety and welfare of the citizens** of Orting including but not limited to, **law enforcement, fire safety, court, animal control, and emergency services**.

The Public Safety Committee also considers issues relating to the following:

**A. Emergency Preparedness-** In conjunction with City Staff, considers matters related to Emergency Management, and will continuously analyze all risks which expose the city to potential disruption and oversee the development of emergency preparedness and response and evacuation plans.

**\*Facility Issues related to Public Safety**

### 3. **PUBLIC WORKS COMMITTEE:**

The Public Works Committee, in conjunction with City Staff, considers matters related to **water, sewer, solid waste, recycling, utility franchises, and storm water management**. The Committee **tracks capital projects** and **makes recommendations to the Council for capital improvements**. They also address matters relating to the following:

- A. **Transportation matters**
- B. **Capital improvement programs**
- C. **Transit**
- D. **Streets, street lighting**
- E. **Signalization**
- F. **Pedestrian safety.**
- G. **Annual chip seal program making recommendations to Council for street and sidewalk improvements.**
- H. **Technology**
- I. **Emergency Evacuation Bridge**

**\*Facility Issues Related to Public Works**

### 4. **STUDY SESSION**

**Finance** -Considers matters related to the financial issues of the City including the budget, general fiscal and financial health, rates and fees, and the state financial audit. The Treasurer compiles periodic budget and financial reports and shares them with the Council.

***Goal: Introduction & first pass at ordinances and resolutions. Deep dive into committee matters. Legal review and staff discussion. Attendance: Full Council, as necessary (admin, legal, and others)***

## 2022 Recommended Council Committee Assignments

Public Works: \_\_\_\_\_ Chair, & \_\_\_\_\_, Vice Chair- **First week of the month.**

**Goal: Ongoing issues, develop briefing for Council meeting #1 and details for Study Session**

**Attendance: 2-3 council, PW staff, admin.**

- Utilities, Technology, Streets/Transportation, Emergency Bridge.  
\* Facilities related to Public Works.

**Responsibility of Chairs- Identify/prepare/provide items to City Clerk for Council Study Sessions.**

\*\*\*\*\*

Public Safety: \_\_\_\_\_, Chair & Vice Chair, \_\_\_\_\_) - **First week of the month.**

**Goal: Ongoing issues, develop briefing for Council meeting #1 and details for Study Session**

**Attendance: 2-3 council, PS staff, admin**

- Public Safety, Emergency Preparedness.  
\*Facilities related to Public Safety

**Responsibility of Chairs- Identify/prepare/provide items to City Clerk for Council Study Sessions.**

\*\*\*\*\*

Community and Governmental Affairs: \_\_\_\_\_ Chair, & \_\_\_\_\_, Vice Chair - **First week of the month.**

**Goal: Ongoing issues, develop briefing for Council meeting #1 and details for Study Session**

**Attendance: 2-3 council, Parks staff, admin**

- Economic Development, Grants, Sponsorship, Lodging Tax, Cemetery, Parks Advisory Board.  
\*Facilities related to Administration.

**Responsibility of Chairs- Identify/prepare/provide items to City Clerk for Council Study Sessions.**

\*\*\*\*\*

Study Session: Deputy Mayor \_\_\_\_\_, Chair

**Third Wednesday of each month at 6:00pm- Orting City Hall**

**Goal: Introduction & first pass at ordinances and resolutions. Deep dive into committee matters. Legal review and staff discussion.**

**Attendance: Full Council, as necessary (admin, legal, and others)**

- General, Finance, Leg Priorities, Government relations.

**Responsibility of Chairs- Identify/prepare/provide items to City Clerk for Regular Meeting/Consent Agenda.**

\*\*\*\*\*

Regular Council Meeting #1 & 2- **1<sup>st</sup> and last Wednesday of each month at 7:00pm.**

**Goal: Business of the council (appointments, public hearings, public input, presentations, proclamations, etc.), assignment of topics to committees. Passing/debating consent agenda from study session.**