

ACOUNCILMEMBERS

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
Study Session Meeting Minutes
104 Bridge Street S, Orting, WA
Zoom – Virtual
May 18th, 2022
6:00 p.m.

Deputy Mayor Hogan, Chair

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

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

Councilmembers present: Councilmembers Tod Gunther, Chris Moore, Don Tracy, John Williams, Gregg Bradshaw, Melodi Koenig, and Deputy Mayor Hogan.

Staff present: City Administrator Scott Larson, Finance Director Gretchen Russo, City Clerk Kim Agfalvi, City Planner Stefanie Hindmarch, Engineer JC Hungerford, Public Works Director Greg Reed, Acting Police Chief Devon Gabreluk.

2. COMMITTEE REPORTS.

Public Works - CM Bradshaw & CM Williams

- Whitehawk Boulevard is waiting on permitting due to an issue with the salmon habitat and tire dust.
- Bids are out on Calistoga Stormwater and Kansas Street and it is an agenda item.
- Sidewalk letters have been mailed to homeowners that need have sidewalk repairs done. There were about 75-100 affected homes.
- Hiring update for new public works employees.
- Chlorinator for Well 4 being installed and moving forward.
- Village Green Outfall – the City is still in negotiations for easement access and working to ensure there isn't a delay due to restrictions with fish in the river.

Public Safety - CM Moore & CM Koenig

- Arizona Purchasing Cooperative has been implemented for purchasing City police vehicles.
- Hiring update for police department.
- Lahar drill recap and updated information on how the City can be prepared in the event of a real lahar.
- Update on staffing at the police department and retirement of Chief Gard.
- Update on service pistols that will need to be surplussed.
- Wages and benefits for discussion for new police chief.

Community and Government Affairs - CM Gunther & CM Tracy

- Update on purple heart city nomination.

3. STAFF REPORTS

Engineering

- All items are on the agenda for discussion. No other updates.

Police

Acting Police Chief Devon Gabreluk briefed on the following:

- Hiring update – Moving forward with the hiring process for one candidate and hope to wrap up the process near the end of June.
- Completing inventory on handguns and will be working to surplus items.
- Work with Chief Gard to transition to his retirement.

Public Works

Public Works Director Greg Reed briefed on the following:

- Update on new employees.
- Vactor has been picked up and Public Works will begin cleaning catch basins.
- Maintenance group is busy and new employees have been interviewed will be moving to practical exercise.
- New Temporary employee Alan is doing a great job learning his position.
- Working on replacing signs that need to be replaced.
- Update on remains found at the City cemetery.

City Planner

City Planner Stefanie Hindmarch briefed on the following:

- Update on HB1220 – Supportive and Transitional Housing.

City Clerk

City Clerk Kim Agfalvi briefed on the following:

- Archival of records and records management.
- Washington Municipal Clerks Association committees are up and running and the clerk has joined the Clerks Resource, Audit, and Scholarship committees.

Activities & Events

City Clerk Kim Agfalvi briefed on the following:

- 4th of July event to be held in main City Park.
- Youth Outdoor Adventure Program and the destinations for each day.
- Update on youth summer camp.

Administration

City Administrator Scott Larson briefed on the following:

- Thanked the police department and public works for the help with the remains uncovered in the cemetery.
- Parking strips – will push this item out a month or two months to concentrate on sidewalk issues.
- Reader Board was originally put in without an agreement with Pierce County for that location so the City will need to work with them for permission to put a new reader board there or look for another location.
- Citywide staffing update.

Finance

Finance Director Gretchen Russo briefed on the following:

- Annual Financial Report will be discussed later this evening.
- Asked for input from the Council on the financial reporting format.

Executive

Mayor Penner briefed on the following:

- Pierce County Regional Council meeting is tomorrow and Puget Sound Regional Council will brief on the general assembly.
- Association of Washington Cities Conference is coming up in June and six Councilmembers are going.
- Sidewalk situation has been discussed on Facebook and other social media platforms and the Mayor has responded to the best of his ability.

4. PRESENTATION.

A. Bat (Animal) Boxes Project.

Kyler Rydeen, a local City of Orting Eagle Scout presented on his Eagle Scout project which is a bat box. A bat box will give bats a place to live to help them survive in the wild. It is a warm, dry place for them to sit and they will discover them on their own. The City of Orting is the beneficiary of the eagle scout project and the bat boxes will be hung up in various places around the City, with the end goal to increase the bat population in the City.

B. Water Resource Recovery Facility Presentation.

Engineer JC Hungerford presented on biosolids upgrades, and gave an overview of the existing Water Resource Recovery Facility. He then briefed on the current design for the proposed Water Resource Recovery Facility structure in a model-based design. He briefed on the process the biosolids will go through to become a dry pellet like substance that would then be transferred to a super sac, and then will be transferred to the public works facility for bagging and public consumption. A pole barn type facility would be used store the equipment and the biosolids.

Council discussion followed.

5. AGENDA ITEMS.

A. AB22-42 – Supportive and Transitional Housing Amendments.

City Planner Stefanie Hindmarch and Wayne Carlson from AHBL briefed on the supportive and transitional housing amendments proposed by staff and the City of Orting planning commission. He stated interim regulations were previously passed while permanent regulations were being drafted. He stated that staff recommends approval of the proposed amendments from the planning commission with four revisions:

- Staff recommends moving the distance requirement from parks and schools for supportive and transitional housing, which would allow housing in the MUTC and the RMF zones.
- Staff recommends removing the distance requirement that prohibits permanent supportive and transitional housing from being located within one mile of another property that contains permanent supportive and transitional housing.
- Staff recommends removing the text limiting the City to no more than one emergency shelter and one emergency housing facility since these uses require a conditional use permit and these conditions can be applied during the permitting process.
- Staff recommends removing the distance requirement that prohibits indoor emergency shelters from being located within a half mile from permitted indoor emergency housing facility or within a quarter mile from any school. Footnote 28 essentially effectively prevents undesirable people from being within a certain distance of the City parks and schools which staff understands is the intent of the buffer.

Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219
Next Regular Meeting: May 25th, 2022 7:00pm

Council discussion followed. Councilmember Gunther proposed further restrictions.

- That no building shall abut another building or structure on main street or the main street core.
- Add additional qualifications – no felons with assaults in the last 3 years, no arson, and no illegal drug manufacturing.
- Priority will begin to those living on the streets of Orting Valley.
- More than three complaints by surrounding neighbors of the building will initiate a review by the code enforcement officer.

Wayne Carlson from AHBL briefed that some cities have required that these types of facilities obtain a business license. Councilmember Moore suggested that in lieu of the listed crimes, it would include all types of BARK (burglary, arson, rape, kidnapping) crimes. People that have been convicted within three years of unlawful possession would also be barred from being able to utilize the housing. He also he would like the venue to have liability insurance as well as a business license.

Council discussion followed.

Action: Bring back to the study session in June.

B. AB22-41 – Bridge Designs Scope of Work.

Engineer JC Hungerford briefed on the scope of work to take the City from 90% to 100% design for the bridge project. Staff are requesting approval for “Final Design” of the HWY 162 Pedestrian Bridge. Parametrix has completed 90% design plans of the SR 162 Pedestrian Overcrossing to date. It is customary to finish final design when you have a construction funding package available so that you can incorporate any final changes and update the plans to include new or changed structural regulations. The timeline to complete this work is the end of July/August when the City anticipates going out to bid the project he stated the attached scope and budget will allow 100% completion of design plans and coordination with City and WSDOT

Action: Move forward to consent agenda at meeting on May 25th.

C. AB22-40 – Kansas Outfall Bids.

Engineer JC Hungerford briefed the City of Orting opened bids for the Kansas Street SW Outfall Replacement & Calistoga Street W Improvements and that the lowest responsible bid for the overall project was \$1,881,559, 24% above the engineers estimate of \$1,520,507. He stated that at this point, the Public Works Committee is recommending award of the Base Bid, which includes only the outfall portion between Calistoga St. and the levee to Sound Pacific Construction in the amount of \$451,564.91. Engineer Hungerford stated staff will include an updated estimate for the Calistoga St. conveyance phase of the project in 2023 project with anticipated construction in the summer of 2023.

Action: Move forward to consent agenda at meeting on May 25th.

D. AB22-43 – Orting School District Interlocal Agreement.

City Administrator Scott Larson briefed that The City of Orting and the Orting School District interlocal agreement will allow the City to utilize district transportation services to transport participants of the summer Youth Outdoor Adventure Program (YOAP) to the various activity locations. The duration of the interlocal agreement will be from July 1, 2022 – August 31, 2022.

Action: Move forward to consent agenda at meeting on May 25th.

E. AB22-44 – Meeting Space Rental.

City Administrator Scott Larson briefed on the proposed meeting space rental policy for non-city use for city meeting spaces. The policy outlines who and how the rooms can be used, and also sets a nominal cost for the usage. He stated Meeting rooms will not be used for religious worship or other religious purposes, political fundraisers, political advocacy or other partisan campaign events; classrooms as a regular part of any school's curriculum, or the sale of goods or services. Candidate or ballot issue forums that present all opposing viewpoints are acceptable.

Action: Move forward to consent agenda at meeting on May 25th.

F. AB22-46 – Police Chief Hiring Process.

City Administrator Scott Larson briefed that the Mayor and City Administrator met with Mike Painter, who assists cities that need to recruit executive leadership. He stated that to select a new Chief, staff have outlined a recruitment process that includes the assistance of a Washington Association of Sheriff and Police Chiefs Executive Recruitment and Selection consultant. The consultant will help develop recruitment material and will also advertise and advise on the selection process. Staff will have to engage an outside investigator to complete a background check on the final candidate. The process to recruit a new chief will likely take several months and the City will not likely have a new chief until late fall or early winter. He also briefed that the City will need to do a salary review and increase the salary to be competitive. Council discussion followed.

Action: No action at this time.

G. AB22-37 – Recovery Café Old City Hall Lease.

City Administrator Scott Larson stated The Recovery Café and the City of Orting had identified that it would be mutually beneficial to lease the Old City Hall building at 110 Train St. S to the Café to support their programs. The tentative terms of the lease are a short 1-year term with options to extend based on what the City decides to do with the facility. In return, the Café will pay the City \$2,000 per month and will be responsible for utility expenses and many of the basic maintenance tasks. This will save the City several hundred dollars per month since it maintains utility service and continued basic maintenance of the facility. The Recovery Café would like the gutters on the building replaced, and the roof is at the end of its life, and will need to be replaced in the near future. The Recovery Café would like a special provision to equitably split the roof replacement cost.

Action: Move forward to meeting on May 25th as a standalone item.

H. AB22-39 – Orting Rock Festival Sponsorship.

City Clerk Kim Agfalvi briefed that the City has received a request for sponsorship for the Orting Rock Festival, as well as a request for a grant of City funds in the amount of \$3000.00 from funds set aside for events from American Rescue Plan Act (ARPA) dollars the City had received. She stated final approval of the event would be contingent on the event organizer purchasing insurance for the event and submitting proof to the City.

Action: Move forward to consent agenda at meeting on May 25th.

I. AB22-47 – 2021 Annual Financial Report.

Finance Director Gretchen Russo briefed on the 2021 financial report that is put together to show what the City will be submitting to the state, which includes ending fund balances, budget compliance, investment and long-term balances, and a fund resources report which is an overview of revenues and expenditures. Also included is a transportation report, a schedule of liabilities, and a report for federal grants and a report for state grants received.

Council Discussion followed.

Action: Informational only.

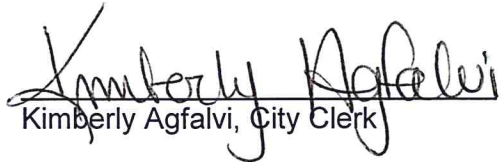
5. EXECUTIVE SESSION.

No executive session.

6. ADJOURNMENT.

Deputy Mayor Hogan adjourned the meeting at 9:16pm.

ATTEST:


Kimberly Agfalvi, City Clerk


Joshua Penner, Mayor