

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
Study Session Meeting Minutes
104 Bridge Street S, Orting, WA
Zoom – Virtual
June 15th, 2022
6:00 p.m.

Deputy Mayor Greg 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 Bradshaw led the pledge of allegiance, and then roll call was taken.

Councilmembers present: Councilmembers Tod Gunther, Chris Moore, Gregg Bradshaw, and Deputy Mayor Hogan.

Virtual: Councilmember John Williams and Councilmember Melodi Koenig.

Absent: Councilmember Don Tracy.

Staff present: City Administrator Scott Larson, Finance Director Gretchen Russo, City Planner Stefanie Hindmarch, Public Works Director Greg Reed, Acting Police Chief Devon Gabreluk, Activities and Events Coordinator Michell Alfieri.

2. COMMITTEE REPORTS.

A. Public Works - CM Bradshaw & CM Williams

- Whitehawk Boulevard Extension update – project is on hold pending salmon habitat studies.
- Kansas Street Reconstruction update – project will be moving forward.
- Village Green Outfall update – project is at a standstill pending easement access.
- Lift station improvements are ready for power.
- \$25,000.00 grant for the Bridge for Kids received from the Port of Tacoma.

B. Public Safety - CM Moore & CM Koenig

- Update on equipment and vehicle that will be surplus.
- Update on staffing.
- Weapons that have been returned to military.
- Community Resource Officer Update.
- Outreach with the Haven Teen Center.

C. Community and Government Affairs - CM Gunther & CM Tracy

- No update. All items are on the agenda.

3. STAFF REPORTS.

Police

City Administrator Scott Larson briefed on the following:

- Update on training for the police department.
- Hiring update.

Public Works

Public Works Director Greg Reed briefed on the following:

- Update on preparation of Kings Men Car show.
- Fence bid request for repairs from winter storms.
- Sidewalk requests for bids have been put out.

City Planner

City Planner Stefanie Hindmarch briefed on the following:

- No update. All items are on the agenda.

Activities & Events

Activities and Events Coordinator Michell Alfieri briefed on the following:

- Update on activities – tot soccer, dance, crafty kids class, painting class.
- Adult dance classes will be starting this summer.
- Update on Summer Experiences and Enrichment for Kids (SEEK) programs that will be going on this summer.
- Update on fall activities – expanded age groups for soccer, dance, kinds crafting classes, painting classes, and gymnastics.
- Update on events that will be going on around the City.

Administration

City Administrator Scott Larson briefed on the following:

- AWC Annual Conference update.
- Update on code red – emergency message service the City will be utilizing in the event of an emergency.
- Update on Touch a Truck event.
- Negotiations with AFSCME union will be beginning in July.
- Update on risk pool insurance and increase in rates.

Finance

Finance Director Gretchen Russo briefed on the following:

- No update. All items are on the agenda.

Executive

Mayor Penner briefed on the following:

- Update on City Clerk Kim Agfalvi at Clerk College.
- City of Yelm will be using City of Orting meeting systems for their meetings.
- Update on transportation along Highway 162 corridor.
- Mayor's cup – The City of Orting won the Mayor's cup for 2022 and the team finished 5th overall.
- Pierce County Regional Council upcoming meeting.

4. AGENDA ITEMS.

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

City Planner Stefanie Hindmarch briefed on the proposed amendments for Supportive and Transitional Housing Amendments with updated recommendations from staff. The updates include:

- The amount of beds shall not exceed 0.4% of the City's population, which is 36 beds in emergency shelters or housing.

- The updated recommendation for emergency housing in regards to distances from parks, schools and the main street areas shall not be located on any parcel that abuts or is directly across from a right of way from a parcel with an existing school or park use, or any parcel within the main street area of Orting as defined in the Ordinance and This does not include indoor emergency shelter facilities that are needed to respond temporarily to a natural disaster or other similarly acute emergency (ex: heating and cooling centers).
- Updated regulations drafted state that no person convicted of a felony assault, arson, illegal drug manufacturing, burglary, or kidnapping charge within the past three years or otherwise under court supervision or sex offender registration requirements can receive services from a provider unless such services is consistent with the laws, regulations, and/or supervisory requirements related to such persons and to ensure compliance, providers of transitional housing and permanent supportive housing shall order and review background checks prior to resident entry that providers of emergency housing and emergency shelter shall order and review background checks within three days of intake.
- All providers of emergency shelter, emergency housing, transitional housing, and permanent supportive housing shall, after the initial two years of operation of any such facility, provide the City with a report that demonstrates ongoing compliance with the terms of the Conditional Use Permit as defined at the time of approval. Such providers are also required to maintain a valid City of Orting business license and liability insurance. These service providers should prioritize individuals living in the Orting valley. Upon intake, providers shall record each individual's most recent city or other place of residence and shall provide a report on such data to the City every year. Providers shall also record the number of individuals seeking services who are turned away due to lack of capacity and their most recent place of residence.
- In reviewing Conditional Use Permit applications for emergency shelter, emergency housing, transitional housing, and permanent supportive housing, the Hearing Examiner shall not treat adversely or discriminate against people experiencing homelessness.

Council discussion followed.

Action: Bring back to Study Session on July 20th, 2022.

B. AB22-14 – Manufactured Home Code Amendments.

City Planner Stefanie Hindmarch briefed on the proposed manufactured home code amendments and stated that currently it stated they are allowed with on a legal lot with permanent foundation. She stated the proposed ordinance would add in the language to the existing code that they would be allowed as long as they are no older than three years old when they are placed on the lot.

Council discussion followed:

Action: Move forward to regular business meeting on June 29th, 2022 as a standalone item.

C. AB22-59 – Public Outreach SMAP.

Parametrix Engineer Jeff Coop briefed on the Stormwater Management Action Plan that needs to be completed to renew the NPDES permit. He outlined what a SMAP is supposed to accomplish, the phases of a SMAP, the schedule and completed activities, the conclusions, outlined what decisions need to be made and explained the ranking process. He stated that the Stormwater Management Action Planning Guidance advises cities “actively seek input from the natural resource agencies and tribes; and involve interested parties [and] the public early on in the prioritization process.”

Action: Informational Only.

D. AB22-58 – Emergency Ordinance 2022-1096 – Amending OMC 9-5A-9 Regarding Stormwater Regulations.

City Administrator Scott Larson briefed on the proposed Emergency Ordinance that is a compliance activity for the City NPDES permit, which needs to be completed by the end of June. To meet the deadline, the City is not able to have the five day waiting period that the City would typically have. He noted it updates the City from the 2013 Western Washington Stormwater Manual to the 2019 Western Washington Stormwater manual and that there would be a public hearing associated with this agenda item at the next Council meeting.

Action: Move forward to regular business meeting on June 29th, 2022 for a public hearing with action to follow.

E. AB22-56 – Sole Source Designation.

Finance Director Gretchen Russo briefed that as part of the City purchasing policy, the Council through Resolution may waive competitive bidding requirements through a sole source process. She stated that the request would approve TMG Services, Inc. as the sole source provider for the purchase of parts and repair of the chlorine analyzers of the City of Orting’s municipal water system. She stated that replacement of the analyzers is required at Well One, Harman and Wingate as the parts there are no longer parts being produced for the existing analyzers. She stated that this would standardize all sites to this new model.

Action: Move forward to regular business meeting on June 29th, 2022 as a consent agenda item.

F. AB22-46 – Chief Hiring Process.

City Administrator Scott Larson briefed that staff has been working through the profile and the announcement for hiring a new police chief. He stated that the request is to hire WASPC to assist with the recruitment of a new police chief which will be advertised starting in July. Total cost for the initial fee for the professional services agreement with WASPC will be \$2,000.00 and then the City will be billed \$75.00 per hour based on the amount of effort WASPC provides the City and that the total fee for services will not exceed \$10,000.00.

Action: Move forward to regular business meeting on June 29th, 2022 as a consent agenda item.

G. AB22-45 – Reader Board.

City Administrator Scott Larson briefed on the history of the current reader board, and stated that he is working with Pierce County to get a license for the reader board, WA DOT for clearance and Puget Sound Energy for power, since permits were not originally obtained for the current reader board. He stated the vendor for the new reader board has stated that it will be several months before delivery for panels for the new reader board. He stated Valley sign had provided a quote for a digital reader board and brought out a demo for staff to see. He stated that the recommendation from staff is to move forward with the purchase with LED panels from Valley Sign for purchase and installation for a total cost of \$51,870.92.

Action: Move forward to regular business meeting on June 29th, 2022 as a consent agenda item.

H. AB22-47 – Low Income Home Water Assistance Program.

Finance Director Gretchen Russo briefed on the proposed Interlocal Agreement with Pierce County that will allow Pierce County to make payments to the City of Orting on behalf of customers who have been determined to be eligible for the Low Income Home Water Assistance Program (LIHWAP).

Action: Move forward to regular business meeting on June 29th, 2022 as a consent agenda item.

I. AB22-49 – Seek Grant Additional Funds.

City Administrator Scott Larson briefed that the City of Orting received additional funds from the SEEK program in the amount of \$13,000.00 for the following:

- Summer Day Camp Program - \$500.00 – new scholarship funds.
- Summer Day Camp Program - \$5,000.00 – additional funds to offset unexpected program costs.
- Youth Outdoor Adventure Program - \$7,000.00 – additional funds to offset unexpected program costs.

Action: Move forward to regular business meeting on June 29th, 2022 as a consent agenda item.

J. AB22-38 – Tunnels to Towers Sponsorship.

City Administrator Scott Larson briefed on the sponsorship request for the Tunnels to Towers 5k and stated that the CGA committee reviewed the sponsorship application and recommended a partial sponsorship for the following:

- One port a potty.
- Reservation of the gazebo area for packet pick up.
- One dumpster.

Action: Move forward to regular business meeting on June 29th, 2022 as a consent agenda item.

K. AB22-53 - Surplus of Firearms.

Finance Director Gretchen Russo briefed that the City would like to surplus computers, body cameras, and firearms which are outdated and no longer needed by the police department. She stated that staff is asking that these items be declared surplus and sold to benefit the City.

Action: Move forward to regular business meeting on June 29th, 2022 as a consent agenda item.

L. AB22-51 – Vehicle Surplus.

Finance Director Gretchen Russo briefed the City would like to surplus vehicles that were originally acquired for police use and are no longer needed. She stated that current policy states that police vehicles be replaced after 7 years or 80,000 miles.

Action: Move forward to regular business meeting on June 29th, 2022 as a consent agenda item.

M. AB22-52 – Vehicle Purchase.

Finance Director Gretchen Russo briefed that there are two items that the City would like to purchase. She stated the dump truck would be purchased through the state vehicle contract and the police car will be purchased through the Arizona State Purchasing Cooperative, and that both items would be paid in full. Total cost for the dump truck is \$72,251.00 and for the police vehicle is \$42,335.00.

Action: Move forward to regular business meeting on June 29th, 2022 as a consent agenda item.

N. AB22-57 – Shorten Study Session Meetings.

Councilmember Bradshaw briefed that the study sessions were changed to have Council reports added to the study session agenda for transparency to the public, and that adding them to the meetings has significantly lengthened the study session meetings. He stated all committee meetings are open to the public, and that striking the committee reports requirement will free up time for other discussions.

Council discussion followed.

Action: Move forward to regular business meeting on June 29th, 2022 as a standalone item.

O. AB22-55 - Facility Tour.

Councilmember Bradshaw stated that Public Works Director Greg Reed has offered to take the Councilmembers to the different City of Orting facilities to show them where they are, what their functions are, and how they work.

Action: Informational Only.

P. Main Parks Master Plan RFQ.

City Administrator Scott Larson briefed this item was delayed getting to Council because the City had been doing interviews with Parks Master Plan vendors and a member of the Parks Advisory Board to discuss presentations that were made for a parks Master Plan for the Main City Park. He stated that Council approved a budget amendment item for master planning of our main park before we add anything more or make any changes to the park. He briefed that staff are looking at how they can develop the Main City Park in a cohesive thoughtful way while making sure we are also addressing the needs and desires of the citizens. A request for qualifications went out in May, and the City interviewed 4 of the firms that submitted a proposal. City Administrator Scott Larson stated that all the firms that presented were highly qualified, but one firm, MacLeod Reckord really rose to the surface with their qualifications and experience which aligned with the needs and desires of the City of Orting. He stated that MacLeod Reckord identified a lack of cohesion between the sections of the main parks, as well as the impacts from the highway adjacent to the parks and had initial ideas on how to create improvements. He briefed that the full master park planning process will involve a large amount of community outreach and engagement, and that MacLeod Reckord has the experience to garner as much public input as possible. Council discussion followed.

Action: Move forward to regular business meeting on June 29th, 2022 as a standalone item.

5. EXECUTIVE SESSION.

No executive session.


6. ADJOURNMENT.

Deputy Mayor Hogan adjourned the meeting at 8:30pm.

ATTEST:



Joshua Penner, Mayor



Kimberly Agfalvi, City Clerk.