

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
April 19th, 2023
6:00 p.m.

Deputy Mayor Gregg Bradshaw, Chair

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

Deputy Mayor Bradshaw 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, Greg Hogan, Melodi Koenig, and Deputy Mayor Bradshaw.

2. COMMITTEE REPORTS.

A. Public Works - CM Williams & CM Moore.

- Discussed installing an automated water system.
- Pedestrian Bridge discussion.

B. Public Safety - CM Gunther & CM Tracy.

- 2022 Orting Police Department annual report discussion.

C. Community and Government Affairs - CM Hogan & CM Koenig.

- Gratzer Ball Field – field use waiver.

3. STAFF REPORTS.

Public Works/Capital Projects.

Acting Public Works Director/Capital Project Manager John Bielka briefed on the following:

- Internal risk assessment on water system is being completed.
- Filter Media for well one has been ordered.
- Progressive design build update for Water Resource Recovery Facility construction.
- Advertising on owner's advisor for progressive design build.
- Sewer relining update.
- AC watermain update.
- Fire hydrant replacement.
- Pedestrian Bridge is waiting for WA DOT approval. Estimated cost is 9.7 million dollars.
- Kansas street reconstruction update.
- ADA transition plan self-assessment has been completed.

Public Works Staff

Wastewater Supervisor Steven Daskam briefed on the following:

- Water crew working on maintenance of Well 1.
- Water meter replacement.

- Trash can replacement in main park.
- Ball field and park maintenance summer schedule.
- STEP tank pumping has been completed.

City Clerk

City Clerk Kim Agfalvi briefed on the following:

- AWC Annual Conference registration has been completed and hotel reservations have been made.

Activities & Events

Executive Assistant Danielle Charchenko briefed on the following:

- Dance class, soccer, and fitness class registrations.
- Adult craft classes.
- Summer youth programming update.

Administration

City Administrator Scott Larson briefed on the following:

- Emergency management conference in Maryland.
- Multimodal transportation update.
- Code enforcement update.
- Fish passage project update.

Finance

Finance Director Gretchen Russo briefed on the following:

- Update on annual report.
- Emergency Management tabletop was cancelled due to conflicts with staffing and will be rescheduled as soon as possible.

Police

Police Lieutenant Ed Turner briefed on the following:

- Police department hiring update.

Executive

Mayor Penner briefed on the following:

- No update.

4. AGENDA ITEMS.

A. AB23-40 – Main Park Master Plan Draft Preferred Alternative.

David Saxon and Connie Reckord from MacLeod Reckord, PLLC briefed the Council on the preferred plan for the Orting Main Parks Master Plan. The power point presentation included an overview of the preferred plan and key components of the plan which included the foothills trail alignment, parking, the closing of train street, improvements to the main park, charter park and streetscape improvements to Washington Avenue. Connie Reckord also briefed on phasing considerations for implementation of the plan.

Councilmember Koenig briefed on an email that she received from the Orting Historical Society regarding a timeline of installation of various projects completed in the main park. Council discussion followed.

Action: Re-work phases with MacLeod Record move to the study session in May 17th, 2023.

B. AB23-31 – Replacement of Damaged Police Vehicle.

Lieutenant Ed Turner briefed that the Orting Police Department is seeking authorization to purchase a replacement vehicle up to an amount not to exceed \$60,000.00 using funds recovered from insurance. He briefed that the police department is not requesting to add an additional vehicle to the current police fleet above what has already been approved by council. He stated that the replacement vehicle will be acquired through the State of Washington vehicle purchasing contract, or the State of Arizona cooperative vehicle purchasing contract previously approved by council in 2022. Council discussion followed.

Action: Move forward to regular business meeting on April 26th, 2023 as a consent agenda item.

C. AB23-32 – Multi-Jurisdictional Tactical Response Team (TRT) Interlocal Agreement.

Lieutenant Ed Turner briefed that the tactical response team would move to a SWAT format and stated that this change would allow the team to handle a broader range of situations that require more advanced training and tactics. Lieutenant Turner briefed that updates to the ILA include adding the City of Dupont as a signatory agency, allowing for existing signatories to add future participating agencies, language to upgrade the team to Tier 2 SWAT status, and additional language relating to payment options for signatory agencies. Council discussion followed.

Action: Move forward to regular business meeting on April 26th, 2023 as a consent agenda item.

D. AB23-41 – Public Works Board – Water Resource Recovery Facility Construction Loan.

Capital Projects Manager John Bielka briefed that staff applied for a Water Resource Recovery Facility (WRRF) construction loan through the state Public Works Board. The city has approximately \$6 million on hand, and this loan amount is up to \$10 million. He briefed that this is a below market interest loan of 1.39%, with a 20-year amortization period and approximately \$500 thousand per year debt service. Our current WRRF rates are structured to accommodate approximately \$1 million per year in debt service in anticipation of this project. The loan has a 60 month draw period which gives us adequate time to complete design and construction steps. We can utilize these funds for the remaining design work. City Administrator Scott Larson stated that the City will not owe interest until funds are borrowed, which will not occur until council approves a design/build team which is anticipated to be this summer. In addition, the city has the ability to pay the loan off early without pre-payment penalties.

Action: Move forward to regular business meeting on April 26th, 2023 as a consent agenda item.

E. AB23-42 – Public Works Director Hiring Process.

City Administrator Scott Larson briefed that the City has a practice of having a robust recruitment and interview process for prospective director and administrator positions. He stated that staff have been advertising externally for the Public Works Director role for the last two months but have not had any luck with an external candidate. He briefed that the Mayor and City Administrator would like an external candidate in addition to internal candidates to evaluate for this critical role. City Administrator Scott Larson stated that due to the lack of outside candidates, the City is looking at bringing on an outside recruitment agency to help with the process. He briefed that the estimated cost is around \$18,000 and the timeline would be around 2-3 months to bring a new director on board. Council discussion followed.

Action: Bring back item to May study session for further consideration.

F. AB23-43 – Whitehawk Local Agency Agreement (LAG Agreement).

Acting Public Works Director briefed on the scope that includes design of two roundabouts and illumination at SR 162/Whitehawk Boulevard and Whitehawk Boulevard/Calistoga intersections. He stated the total cost of the project is \$319,879.20 and will be mostly funded by grant and that the 13.5% matching portion the City would pay is \$43,189.69.

Action: Move forward to regular business meeting on April 26th, 2023 as a consent agenda item.

G. AB23-25 – Orting Valley Farmer’s Market Sponsorship.

City Clerk Kim Agfalvi briefed on the Orting Valley Farmer’s Market sponsorship application that was received and stated the application was complete, received timely, proof of insurance was received and that all fees have been paid. She stated that the event organizer met with the CGA committee at their last meeting and answered committee questions regarding the event.

Action: Move forward to regular business meeting on April 26th, 2023 as a consent agenda item.

H. AB23-34 – Kings Men Car Show Sponsorship.

City Clerk Kim Agfalvi briefed on the Kings Men Car Show sponsorship application that was received and stated the application was complete, received timely, proof of insurance was received and that all fees have been paid.

Action: Move forward to regular business meeting on April 26th, 2023 as a consent agenda item.

I. AB23-35 – Orting Rock Festival Sponsorship.

City Clerk Kim Agfalvi briefed on the Orting Rock Festival sponsorship application that was received and stated the application was complete, received timely, proof of insurance was received and that all fees have been paid.

Action: Move forward to regular business meeting on April 26th, 2023 as a consent agenda item.

J. AB23-37 – Grant Policy Update.

City Administrator Scott Larson briefed that based on feedback received from the CGA committee, staff had revised the grant policy to include hard funding levels based on years of requests made with the amount awarded tapering off by year six. Council discussion followed.

Action: Revise policy per Council direction and move forward to regular business meeting on April 26th, 2023 as a standalone agenda item.

K. AB23-33 – Clock Dedication Plaque.

City Administrator Scott Larson briefed on a proposal received by the Orting Historical Society of a dedication plaque of George Capestany to be installed on the City Hall building. Council discussion followed.

Action: Bring back to CGA for discussion on a more suitable location for a monument.

L. AB23-39 – Affordable Housing Sales Tax.

City Administrator Scott Larson briefed on the Affordable Housing Sales tax that the City will be receiving in June or July and the request from Councilmember Gunther to have an ad hoc committee meeting. Council discussion followed.

Action: Form an ad hoc committee meeting with Councilmembers Hogan, Koenig, and Gunther serving as ad hoc committee members.

5. EXECUTIVE SESSION.

No executive session.

6. ADJOURNMENT.

Deputy Mayor Bradshaw adjourned the meeting at 9:57pm.

ATTEST:

Joshua Penner, Mayor

Kimberly Agfalvi, City Clerk