

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
August 16th, 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, Melodi Koenig, and Deputy Mayor Bradshaw.

Virtual: Councilmember Hogan, entered in person at 6:20pm.

Staff present: Mayor Joshua Penner, Finance Director Gretchen Russo, City Clerk Kim Agfalvi, Executive Assistant Danielle Charchenko, Acting Public Works Director/Capital Projects Manager John Bielka, Engineer JC Hungerford, Police Chief Devon Gabreluk.

2. PRESENTATION.

A. Orting Municipal Court Update – Judge Curry.

This item was moved to the Study Session to be held on September 20th, 2023.

B. AHBL Comprehensive Plan Periodic Update – Joshua Kubitza.

Joshua Kubitza from AHBL presented a power point presentation on the City of Orting Comprehensive Plan Periodic Update. He briefed on what a comprehensive plan is and stated that cities present a “periodic update” to local comprehensive plans every 10 years. Mr. Kubitza briefed on the intent of the update, intent of the update GMA goals, the elements of the plan, maps and other plans, who decides what the plan says, initial work production and public input. Council discussion followed.

3. COMMITTEE REPORTS.

A. Public Works - CM Williams & CM Moore.

- SCADA water system potential upgrades and purchase of new equipment.
- Various projects including Kansas Street Design and Whitehawk Boulevard bypass.

B. Public Safety - CM Gunther & CM Tracy.

- 2022 WASPC statewide crime report update.
- Capital items requests for 2024 budget.
- Speed trailer schedule.
- Monthly crime statistics for the City of Orting.

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

- No update. All items discussed are on the agenda.

4. STAFF REPORTS.

Public Works/Capital Projects.

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

- Grant filings and funds received update.
- SCADA update.
- Kansas Street outfall construction has started and should be completed in approximately 3 weeks.

Engineering

Engineer JC Hungerford briefed on the following:

- Kansas Street Outfall update.
- CIPP relining project update.

City Clerk

City Clerk Kim Agfalvi briefed on the following:

- Fall conference in Wenatchee.
- Records Requests software.
- Contract management update.

Activities & Events

Executive Assistant Danielle Charchenko briefed on the following:

- Parking passes for start of fishing season.
- Fall recreation programs update.
- Touch a Truck event.

Finance

Finance Director Gretchen Russo briefed on the following:

- Tabletop Emergency Management exercise on August 29th, 2023
- Emergency Management outreach at Touch a Truck event.
- Emergency Management communications software.
- Implementation of new accounting software.

Police

Police Chief Devon Gabreluk briefed on the following:

- Hiring update.
- New electric police vehicle update.

Executive

Mayor Penner briefed on the following:

- New businesses that opened in Orting.
- Mayor for a Day job shadow.
- Public Works Director update.
- 2024 budget process update.

5. AGENDA ITEMS.

A. AB23-81 – Water Resource Recovery Facility Scope and Budget.

Councilmember John Williams briefed the Council on design bids received for the Water Resource Recovery Facility upgrades and stated that Wilson Engineering were deemed qualified based on experience and expertise with similar projects. Scott Wilson from Wilson Engineering presented a power point presentation of the Water Resource Recovery Facility Biosolids and Headworks Improvements. He briefed on previous projects that the firm has worked on and potential phases for the City of Orting project. He stated Wilson Engineering has familiarity with cost effective designs and briefed on examples completed that include systems pump stations, headworks upgrades, potential buildings needed to house new equipment, reuse and reclaimed water systems, and projects completed in other local municipalities that are similar to the proposed City of Orting project. Mr. Wilson discussed project elements, general approach, design considerations, schedule, potential project costs, and the conceptual layout of the project. Council discussion followed.

Action: Move forward to regular business meeting on August 30th as a standalone item.

B. AB23-80 – Pedestrian Bridge RFP.

Councilmember Williams briefed that the pedestrian bridge design has been completed and the project is now ready to go out to bid.

Action: Informational only.

C. AB23-79 – General Facilities Charge (GFC) Update.

Councilmember Moore briefed on the proposed 11.6% increase in general facility charges for all customers seeking to connect to or that will increase demand on the city's utilities system. He stated the proposed rate increase is based on the Engineers News Record Construction Cost Index for the same period of time. Council discussion followed.

Action: Move forward to regular business meeting on August 30th as a standalone item.

D. AB23-64 – Deputy Mayor Selection Process.

Councilmember Koenig briefed on proposed changes to the Council Rules of Procedure in the event of a planned or unplanned vacancy of the Deputy Mayor. Council discussion followed.

Action: Move forward to regular business meeting on August 30th as a consent agenda item.

E. AB23-67 – Banners and Advertising.

Councilmember Koenig briefed that the proposed item would limit advertising in the City to City sponsored events and events that serve a valid municipal purpose. (City sponsored events or other possibly Council approved banners).

Action: Bring back to CGA Committee meeting in September for some additional verbiage.

F. AB23-72 – Facility Rental Policy.

Councilmember Koenig briefed on the proposed facility rental policy and stated that it is in line with other city's policies.

Action: Move forward to regular business meeting on August 30th as a consent agenda item.

G. AB23-73 – Field Usage Policy.

Councilmember Koenig briefed on the proposed facility rental policy and outlined items in the policy to help streamline the rental process. Council discussion followed.

Action: Move forward to regular business meeting on August 30th as a consent agenda item.

H. AB23-74 – Parks Advisory Board.

Councilmember Koenig briefed on the Parks Advisory Board and stated that the recommendation is to transition the Parks Advisory Board to an ad hoc committee that will be recruited to meet and advise on specific projects.

Action: Move forward to regular business meeting on August 30th as a consent agenda item.

I. AB23-76 – Utility Fee Waiver.

Finance Director Gretchen Russo briefed on a potential utility fee waiver as the City integrates to a new accounting system. The waiver would allow for fees to be waived as the transition is implemented from September 15th – November 15th, 2023.

Action: Move forward to regular business meeting on August 30th as a consent agenda item.

6. EXECUTIVE SESSION.

7. ADJOURNMENT.

Deputy Mayor Bradshaw adjourned the meeting at 8:29pm.

ATTEST:



Joshua Penner, Mayor



Kimberly Agfalvi, CMC, City Clerk