

## **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  
July 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 Williams led the pledge of allegiance, and then roll call was taken.

**Councilmembers present:** Councilmembers Tod Gunther, Chris Moore, John Williams, Greg Hogan, Melodi Koenig, and Deputy Mayor Bradshaw.

**Virtual:** Councilmember Don Tracy.

*Councilmember Moore made a motion to amend the agenda to add an item to discuss SCADA system for public works. Seconded by Councilmember Williams.*

*Motion approved (7-0).*

### **2. PRESENTATION.**

#### **A. Orting Valley Fire and Rescue Update.**

Chief Gibson gave an update on the current operations of Orting Valley Fire and Rescue and provided a look back on the past 10 years (2013-2023). He provided data on budget comparisons, staffing, call volume, apparatus updates, elections, stations acquired, significant events, and the cardiac arrest initiative. Chief Gibson briefed the Council on regionalization and stated that starting in September Orting Valley Fire and Rescue will begin to transition to Central Pierce Fire and Rescue and provided a brief overview on staffing and the future.

#### **B. Legislative Updates – Joe DePinto.**

Lobbyist Joe DePinto presented the 2023 End of Session Legislative Report and stated there are no major tax increases for this year. Items included in the report were final legislative budgets, SB 5187 2023-2025 Operating Budget, SB5200 Capital Budget, HB 1125 Transportation Budget, HB 1240 Assault Weapons Ban, HB 5352 Police Vehicular Pursuits, ESHB 1736 Vehicular Odometer Readings and E2SHB Free School Meals for All. Lobbyist Joe DePinto stated that there was a one day special session to enact the Blake Fix.

### **3. COMMITTEE REPORTS.**

#### **A. Public Works - CM Williams & CM Moore.**

- Pedestrian Bridge is in review at the state level.
- No change with other capital projects.

## **B. Public Safety - CM Gunther & CM Tracy.**

- No update.

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

- No update.

## **4. STAFF REPORTS.**

### **Public Works/Capital Projects.**

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

- Sidewalk grinding and replacement program.
- Crosswalk painting.
- Lead line inspections will begin the week of July 31<sup>st</sup>.
- Street sign inventory.
- Hiring of Pierce County Conservation for noxious weed control.
- Catch basins have been vacuumed.
- Manhole repair next to Texaco.
- Kansas Street Reconstruction.
- Grant update.
- Update on the Water Resource Recovery Facility.
- Pedestrian Bridge Update.
- AC Watermain Update.
- Update on water leak near Orville Road.

### **City Clerk**

City Clerk Kim Agfalvi briefed on the following:

- Summer activities that are offered.
- Fall activities that will be offered for registration in late July or early August.
- Update on 4<sup>th</sup> of July festival in the park.
- Clerk school update.
- Fall conference update.
- Status of Certified Municipal Clerk certification.

### **Administration**

City Administrator Scott Larson briefed on the following:

- Public Works Director interview updates.
- Code enforcement officer update.
- Community Development director hiring update.

### **Finance**

Finance Director Gretchen Russo briefed on the following:

- 2023 2<sup>nd</sup> quarter reporting update to include general fund, cash and investment funds, and department specific funds.

### **Police**

Police Chief Devon Gabreluk briefed on the following:

- Focus on hiring efforts and hired entry level officer that started the academy last week.
- 4<sup>th</sup> of July update.

## Executive

Mayor Penner briefed on the following:

- Municipal budget workshop for Councilmembers in August.

## 5. AGENDA ITEMS.

### A. AB23-57 – Emergency Management Ordinance.

Councilmember Gunther briefed and stated the proposed ordinance would amend the City's Municipal Code Title 1, Chapter 8 Emergency Services in the following ways: 1. Adopts the National Incident Management System (NIMS) which provides a consistent nationwide, approach to prevent, prepare for, respond to and recover from emergency incidents. He stated the adoption of this system enables the City of Orting to request reimbursement of emergency expenditures when an emergency has been declared. The second amendment provides the Mayor authority to declare a Burn Ban within City Limits during exigent circumstances. The third amendment clarifies the authority of emergency powers of the Mayor, City Administrator and the Emergency Management Director. The fourth amendment correlates language in our Purchasing Policy to allow for emergency contracts and the fifth amendment brings our penalties section in line with other EPIC jurisdictions. Council discussion followed.

**Action:** Move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

### B. AB23-60 - Comprehensive Plan Public Participation.

Councilmember Hogan briefed that the Comprehensive Plan Periodic Update is in progress and stated that the contract City Planner has provided two documents for council to review. The first is a memorandum outlining changes the state legislature made in 2023 to the GMA, especially housing policies, and the Planners recommendations of how to address these changes in Orting's Comprehensive Plan. He stated the second item is a resolution outlining a proposed Public Participation Plan, and amending how the City will be taking comprehensive plan amendments during the update process. The Public Participation Exhibit outlines the process and objectives for involving the public in the City of Orting's update of its Comprehensive Plan. Council discussion followed.

**Action:** Move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

### C. AB23-61 – Investment Policy.

Councilmember Hogan briefed on the proposed investment policy that outlines an internal control that provides specific guidance of the purchase and management of the City's investments. He stated the policy covers the following recommended areas: scope and investment objectives, delegation of authority and responsibilities, authorized investments, and performances standards. The Washington Public Treasurers Association has reviewed the attached policy and has certified that it has meets the standards established by their association. Council discussion followed.

**Action:** Move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

### D. AB23-62 – OMNIA Partners Purchasing Cooperative Interlocal Agreement.

Councilmember Hogan briefed that State law (RCW 39.26.060) provides a method to purchase goods or services using an interlocal agreement. He stated that cooperative purchasing saves time and purchasing costs through ready-to-use, competitively solicited contracts and that this specific purchasing cooperative agreement would provide access to multiple contracts to include office supplies, technology products, copiers & printers. This interlocal agreement is an automatic renewal and would remain effective until terminated by the City. Council discussion followed.

**Action:** Move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

**E. AB23-63 – Red Hat Days Sponsorship.**

Councilmember Hogan briefed that the City received an application for sponsorship from Orting Red Hat Days which will be held on Saturday, October 7th, 2023. He stated City policy requires that the City Council review and approve all applications for sponsorship, and determine whether an event qualifies for sponsorship after review and approval of the application by the Community & Government Affairs Committee.

**Action:** Move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

**F. AB23-64 – Deputy Mayor Selection Process.**

Councilmember Hogan briefed The City of Orting City Council Rules of Procedure require the Deputy Mayor to be selected by a majority of the Councilmembers annually at the first Council meeting in January. The term of the Deputy Mayor starts on February 1st and ends January 31st of the following year. Deputy Mayor Bradshaw's term on council will end on December 31st, 2023, which will leave the Council without a Deputy Mayor for January until a new Deputy Mayor can be selected and their term starts. Council discussion followed.

**Action:** Move to the August 2, 2023 CGA Committee meeting for guidance on how to proceed next year.

**G. AB23-65 – Social Media Policy.**

Councilmember Hogan briefed that the City has drafted a social media policy which outlines internal and external guidelines for purpose to include personal versus professional guidelines, posting, retention, goals, moderation of third-party content, and emergency postings. Council discussion followed.

**Action:** Move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

**H. AB23-66 – Summerfest Sponsorship.**

Councilmember Hogan briefed that the City received an application for sponsorship from Orting Summerfest which will be held on Sunday, August 27, 2023. He stated City policy requires that the City Council review and approve all applications for sponsorship, and determine whether an event qualifies for sponsorship after review and approval of the application by the Community & Government Affairs Committee.

**Action:** Move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

**I. AB23-68 – City of Roy Interlocal Agreement.**

Councilmember Hogan stated that due to vacancies in the positions of City Clerk and Deputy City Clerk, the City of Roy sought temporary assistance while it filled these positions. The City of Orting was amenable to allowing Roy to utilize our Executive Assistant on a temporary, part time basis. Through this temporary assignment, the Executive Assistant has been able to gain experience as a City Clerk. The City of Roy shall pay Orting on weekly rate of \$650 for regular business hours, which represents about 40% of the Executive Assistant's time, and \$51.57 an hour for overtime hours worked between 5:00pm and 8:00am. The assistance started mid-May, and will end by July 31, 2023.

**Action:** Add costs associated for travel to and from the City of Roy and move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

**J. AB23-69 – Commercial Use of the Right of Way (ROW).**

Councilmember Hogan briefed that Orting Municipal Code (OMC) title 8 chapter 9 regulates the commercial use of the city's rights-of-way, and allows the same use if you apply for and receive a permit. City Administrator Scott Larson stated the City has not previously had a policy or process for issuing these types of permits and that over the past several years the City has seen increased use of the RoW for this type of use, He briefed that recently the City has had businesses request commercial use to be permitted. Councilmember Hogan briefed that the proposed ordinance would update OMC 8-9, which adds a fee for issuing a commercial use permit. City Administrator Scott Larson stated staff have also drafted a policy regulating the commercial use of the RoW. He briefed that there is no proposed fee for adjacent business owners, but for businesses that are not adjacent, there is a process for notifying those adjacent businesses, and a fee which varies based on the length of time a permit is requested for. Council discussion followed.

**Action:** Add language regarding special events and add a rate for non-profit businesses and move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a standalone agenda item.

**K. AB23-70 – Prosecution Services.**

Councilmember Gunther briefed the City was given notice earlier this year of a change in prosecutor services from our current contractor. He stated that in light of the change in services, and since it has been approximately 8 years since we bid this service; staff issued an RFP for qualified individuals or firms to provide prosecution services for Orting. He stated that the City received one submission, from Karen Lentz, who has provided substitute prosecution services to the city over the past two years as our regular prosecutor was not available and that staff recommend that the council authorize the Mayor to negotiate a professional services contract with Ms. Lentz for prosecution services. Council discussion followed.

**Action:** Move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

**L. AB23-71 – I & I Sewer Relining Project.**

Engineer JC Hungerford briefed that the City received one bid to reline the 510LF of 8" sewer main on Eldredge Ave SW between Train Street SW and Bridge Street SW as part of our sewer preservation and rehabilitation efforts. He stated this bid was to provide a no-dig relining process and that Insituform Technologies, LLC met all of the minimum requirements. He briefed that this project will reline an aging section of the City's sewer collection system that is cracked in multiple locations, resulting in significant inflow and infiltration of groundwater. Council discussion followed.

**Action:** Move forward to regular business meeting on July 26<sup>th</sup>, 2023 as a consent agenda item.

**M. SCADA System.**

Councilmember Moore briefed on the SCADA system and brought up concerns with an aging system. He stated that the Public Works Committee would like to have someone complete a due diligence test of the system so that the City can move forward with needed upgrades in a phased approach on a path to a complete system upgrade. Council discussion followed.

**Action:** Move forward to regular business meeting on August 9, 2023 for Council approval of a scope and budget.

**6. EXECUTIVE SESSION.**

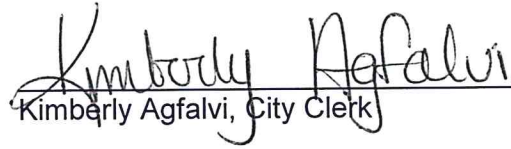
No executive session.

**7. ADJOURNMENT.**

Deputy Mayor Bradshaw adjourned the meeting at 8:54pm.

ATTEST:

  
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Joshua Penner, Mayor

  
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Kimberly Agfalvi, City Clerk