

**CITY OF ORTING**  
**PUBLIC WORKS COMMITTEE MINUTES**  
November 1, 2023 @ 2:30 p.m.

Councilmember Moore called the meeting to order at 2:30 p.m.

**ATTENDANCE:**

Elected Officials: Present, Councilmember Moore; Absent, Councilmember Williams

City Employees: Present, City Administrator Scott Larson, Public Works Director Marshall Maurer, Building Official Tim Lincoln, City Clerk Kim Agfalvi, Executive Assistant Danielle Charchenko, PW Administrative Assistance Laura Hinds, PW Records Clerk Alison Williams and Finance Director Gretchen Russo. Absent Capital Projects Manager John Bielka.

Professional Representatives: JC Hungerford, PE, Parametrix

Guests or Public Comment: None

**APPROVAL OF MINUTES:**

CM Moore motion to approve the minutes of October 4, 2023 as presented.

**PUBLIC COMMENT & PRESENTATIONS:**

None

**DEPARTMENT REPORTS:**

1. **Engineering – Update by JC Hungerford, PE**
  - 1.1 **Kansas St Reconstruction Update** – NEPA was sent on September 5th. The City needs to update the STIP due to the City directed changed in scope. This will hold up NEPA review until completed.
  - 1.2 **Whitehawk Blvd Extension Update** – Moving forward with design. Scheduling the survey for round-a-bouts and still in formal consultation period for the NEPA. It may be 2025 before the City will hear back from the consultation period. Moving forward with design process.

- 1.3 **WSDOT Fish Passage** – Parametrix provided Scope of Work for the SR 162 Temporary Water Line Project. Objectives are attending up to two meetings, coordinate with City and WSDOT to obtain information to prepare Phase 1 deliverables, prepare monthly progress reports and review of all technical deliverables prior to submittals. Move to study session for approval.
- 1.4 **AC Watermain Design** – Design is complete and project expected to bid in early 2024.
- 1.5 **Village Green Outfall** – Parametrix submitted an extension for grant funding, however grants are on hold without explanation. No update at this time.
- 1.6 **Kansas St SW Outfall** – Project complete. Remove from agenda.
- 1.7 **CIPP Project – Status Report** – Contractor to schedule to be onsite in November.

2. **Project Management – Update by Scott Larson**

- 2.1 **Water System Plan** – Parametrix provided a Scope & Budget to complete and update the city’s water system plan. The plan documents current status of the water system and evaluates future needs. The plan is used as a guide in maintaining and improving the water system in the short term and over a period of about 10 years. Maintaining a current plan is required to meet the regulations of the Washington State Department of Health and the requirements of the Washington State Growth Management Act. No update for this meeting.

3. **Administration – Scott Larson**

- 3.1 **TBD Funding Recommendation** – Scott presented funding options established by the Transportation Benefit District for the purpose of a stable funding source to maintain existing motorized transportation facilities to this committee in October. It was forward to Study Session on October 18<sup>th</sup>, then sent back to this committee for its Nov 1 meeting for revision. Will go back to Study Session Nov 15.

4. **Public Works – Marshall Maurer**

- 4.1 **Side Sewer Policy & Procedure** – The policy was revised in 2019 but didn’t make it for adoption. Its now back on the table for discussion due to recent events at a couple residential properties and as its unclear where responsibility lies with the city and/or property owner for side sewer backups. The current document, though not adopted, suggests responsibility lies on the property owner from the building to the main, but with a caveat ‘at the city’s discretion’.

CM Moore agrees that the policy is needed however is asking for it to be rewritten and put more ownership on the city, whereas the city would be responsible from the 6" cleanout (typically at the property line) to the main. Thus, to avoid property owners tapping into the city's infrastructure and potentially causing damage to already dated pipe lines in the older sections of the City.

The policy will be revised and brought back to this committee in December for further review.

**5. Finance – Gretchen Russo**

**5.1 2023 Budget Amendment** – Draft budget will go before council for adoption this month, to reflect staffing salary updates.

CM Moore proposes that for the Pedestrian Bridge (Bridge for Kids) project with transfer of the \$2.2 M ARPA dollars to remain in the general fund.

**6. Councilmember Comments**

CM Moore requests Building Department update at the December committee meeting.

**Round Table:**


CA Larson requests Parametrix to plot out the parks area of the Rainier Meadows Ph II PUD.


**Meeting Summary: (for September 20, 2023 Council)**

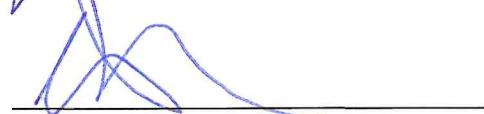
- 1.3 WSDOT Fish Passage Scope of Work
- 3.1 Revised TBD Funding Recommendation

**Adjourn:** CM Moore motioned to adjourn at 3:47 pm.

**Attest:**

  
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Secretary Laura Hinds

  
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Councilmember Williams

  
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Councilmember Moore