

**CITY OF ORTING**  
**PUBLIC WORKS COMMITTEE MINUTES**  
**May 1, 2024 @ 2:30 p.m.**

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

**ATTENDANCE:**

Elected Officials: Present, Councilmember Moore and Councilmember Koenig.

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

Professional Representatives: Absent, Engineer JC Hungerford, Parametrix

Guests or Public Comment: None

**APPROVAL OF MINUTES:**

CM Moore motioned to approve the minutes of April 3, 2024; however, asked to revise 1.2 TBD Funding and Policy for the record. CM Moore also ‘opposes creating a new tax and would like to see if the fee schedule can be adjusted as a funding alternative.’ CM Koenig seconded the motion, and it carried.

**PUBLIC COMMENT & PRESENTATIONS:**

CM Moore addressed the committee to convey his concerns from a prior council meeting where his comments may have been taken out of context and/or misinterpreted. At the last PW committee meeting in April, he was frustrated when he learned that after all the work he did with Capital Projects Manager John Bielka in assisting in the WRRF upgrade project, Parametrix was brought back into the design aspect of the WRRF project. CM Moore’s professional experience has led him to question certain aspects of Parametrix’ involvement. Bringing Parametrix back in to assist in seeing what could be salvaged from the original design seemed underhanded when he knew nothing about it. This is why he requested an executive session at the next Council meeting following the April 3<sup>rd</sup> PW Meeting. It was at that meeting that misinterpretation occurred. In addition, CM Moore mentioned the survey results from PW Staff didn’t hit on the subject matters he was looking for and requested to meet with PW Director Maurer to develop another survey.

CA Larson mentioned that at last PW Meeting he too was unaware that staff reached out to Parametrix to review the original design with Wilson Engineering in a cooperative effort for the design of the WRRF. What Scott learned after the April 3<sup>rd</sup> meeting was Wilson Engineering and

staff took the opportunity to pull pieces from the Parametrix design to incorporate into the new design.

PW Director Maurer remains agnostic and his goal is in best interest of the city, as he, staff and engineers involved in the design are to design a product that will be affordable and effective. Superintendent McBee also commented that he and PW Director Marshall have spent many hours bringing themselves up to speed as they are new to the project. While their goal is to understand the needs is to also provide a design important to the operation and maintenance aspect as well. As a result of reviewing months of data, Supt. McBee reviewed the Scope of Work and redline areas of concern for Wilson Engineering and has provided those redline comments to CM Moore and Koenig for their review.

In closing comment CM Moore wants to be involved in the WRRF upgrade as much as possible.

## **DEPARTMENT REPORTS:**

### **1. Administration – Scott Larson**

**1.1 TBD Funding & Policy** – Public Works Director Maurer provided several funding alternatives for street preservation and maintenance. The hybrid option of a combined \$10 vehicle tab fee plus a 0.010% property tax without voter’s approval and is the least impactful to City residents.

### **2. Engineering Updates – JC Hungerford**

The following updates were provided in writing but not read into the minutes:

- 2.1 Kansas St SW – Open House** – Will schedule for evenings near NEPA approval/when we’re a few weeks away from sending offers. Awaiting WSDOT review on NEPA
- 2.2 Whitehawk Blvd Bypass** – No updates on formal consultation
- 2.3 WSDOT Fish Passage**—WSDOT is still in the predesign phase for this project, and recently, the advertisement date was delayed from February 2025 to August 2025. Due to the lack of design progress, WSDOT cannot answer many outstanding questions from Parametrix/Orting.
- 2.4 Water System Plan**—Parametrix is working on a revised/updated scope and budget for the public works committee to review. Parametrix will present it at the June meeting.
- 2.5 Stormwater Plan**—Parametrix coordinated with Ryan on the Scope and Budget. It is attached for review and consideration.
- 2.6 OEEBS** – Parametrix is working on a scope and budget for construction services.

### **3. Project Management Update – Ryan McBee**

**3.1 WRRF Design Update** – Superintendent McBee commented that he has not received any new comments from Wilson Engineering. Wilson has brought Parametrix on as a subcontractor for the modeling and structural design work, working together to pull pieces of the Parametrix design to incorporate within the Scope approved by the Council. Wilson Engineering will send updates to Supt. McBee as they become available or through weekly

scheduled meetings. CM Moore requested to meet with PW Director Maurer and Supt. McBee on May 2<sup>nd</sup> to review the current status of the design.

#### 4. Public Works – Marshall Maurer & Ryan McBee

- 4.1 **Side Sewer Policy & Procedure Review** – PW Director Maurer provided an agenda bill for a policy change to the side sewer policy & procedure. The policy will include side sewer cards and building SS ownership. Cleanouts will be the responsibility of the property owner or developer unless a direct connection to the main is required. Then, the city would be responsible for that connection. The idea is to eliminate additional permits or bonds, but property owners would still be required to file for a ROW permit. There was a section for a warranty period, which will be removed. With these revisions in mind, the policy will go to the next study session for review.
- 4.2 **Grinder Pump Expense** – Informational only, in 2023, the Council approved an expense for the 2024 budget for the Rainier Meadows Lift Station to improve/add a grinder pump for \$20,000. This lift station is taking on many ‘flushable’ wipes that are not flushable and do not break down before entering the lift station. This is causing the sewer operations department to pull the pumps and de-rag them 2-3 times a week to keep the lift station working correctly. In 2024, staff reached out to the grinder pump manufacturer and learned the specs provided in 2023 were undersized, and the grinder pump needed to operate this system is closer to \$80,000. Staff will continue to research options.
- 4.3 **SCADA Goal** – Supt. McBee is actively working on a telemetry and control system plan and hopes to have it ready for review at the next committee meeting.
- 4.4 **WRRF Audit Process Goal**—This request came from Deputy Mayor Gunther after a recent council meeting. CA Larson addressed the committee that he spoke with the Deputy Mayor and found his request was in error for the wastewater utility and meant the water system based on the brown water issue Well #1 experienced last year. CA Larson will again speak with the Deputy Mayor to gain understanding and clarify his request.
- 4.5 **Dec. 6, 2023, High Flow Event** – PW Director Maurer shared a staff report based on questions from Council Members. Will bring this back to next committee meeting for discussion.
- 4.6 **Lagoon Area Test Plan** – Supt. McBee provided a handout on sample test locations. This is investigative only, and we will provide more feedback at the next committee meeting.
- 4.7 **Mission, Vision, Values Update** – PW Director will bring back to next committee meeting for discussion.
- 4.8 **Asset Management System Plan** – PW Director Maurer and Supt. McBee will be meeting with companies providing Asset Management software for consideration on May 2<sup>nd</sup>. CM Moore requested to view these meetings along side with the Director and Superintendent.

#### 5. Finance – Gretchen Russo

- 5.1 FD Russo provided a quarterly update. Sales and taxes are in the positive. FD Russo made some recent salary code changes. Otherwise, the revenue and expenses are on track. CM Moore wants to see who the top 5 vendors for public works are and is requesting a vendor report.

#### 6. Building Department

- 6.1 **Building Code Update** – Building Official Lincoln explained RCW 19-27-040 cities and counties authorized to amend state building codes shall not be diminished by any city or county. Therefore, cities and counties cannot amend state-adopted codes. BO Lincoln suggested contacting WSU, who are open to assisting contractors with their questions. Move forward to the study session.
- 6.2 **Monthly building report** was presented to show April permit activity. Bldg. Official Lincoln mentioned that the report is an outline of all permit activity. This month, he provided a more detailed report containing new permits, plan reviews, and permits issued and received.

7. **Councilmember Comments**

No further comments

**Round Table:**

CA Larson mentioned a code enforcement issue for a property on Kansas St SW and will continue to work with the property owner and code enforcement for a resolution.

**Meeting Summary: (Study Session May 15, 2024)**

- 1.1 TBD Funding and Policy
- 4.1 Side Sewer Policy & Procedure
- 6.1 Building Code Amendment.

**Adjourn:** CM Moore motioned to adjourn at 4:32 pm.

**Attest:**



Administrative Assistant Laura Hinds



Councilmember Moore



Councilmember Koenig