



CITY OF ORTING PUBLIC WORKS COMMITTEE

COMMITTEE MEMBERS

Council Member Chris Moore

Council Member Melodi Koenig

City Administrator Scott Larson

Finance Director Gretchen Russo

City Clerk Kim Agfalvi

Capital Projects Manager Ashley Graffenreid

Executive Assistance Danielle Charchenko

Public Works Director Ryan McBee

PW Admin. Asst. Laura Hinds

Building Official Tim Lincoln

Engineer JC Hungerford

Wednesday, October 2, 2024 – 2:30 p.m.

ORTING CITY HALL, COUNCIL CHAMBERS, 104 BRIDGE ST S

ZOOM LINK

Join Zoom Meeting

<https://us06web.zoom.us/j/84033518506?pwd=6EVlvGROeaAzNFPsfCj1OPBJYB9hWn.1>

Meeting ID: 840 3351 8506

Passcode: 674227

Dial by your location

• +1 253 205 0468 US

- Call Meeting to Order, Roll Call
- Approval of Minutes
 - September 4, 2024
- Public Comment & Presentations

DEPARTMENT REPORTS

1. **BUILDING** – Building Official Tim Lincoln
 - 1.1 Building Report
2. **ADMINISTRATION** – Public Works Director Ryan McBee, City Administrator Scott Larson
 - 2.1 2024 Council Goals
 - 2.2 Kansas Traffic Calming discussion from Open House
 - 2.3 Pedestrian Bridge Temporary Construction Easements



CITY OF ORTING PUBLIC WORKS COMMITTEE

3. **ENGINEERING** – JC Hungerford PE, Parametrix
 - 3.1 Kansas Street SW
 - 3.1.1 Public Outreach
 - 3.2 Whitehawk Blvd. Bypass
 - 3.2.1 Formal Consultation
 - 3.3 WSDOT
 - 3.3.1 Orville Road Roundabout
 - 3.4 Orting Emergency Evacuation Bridge
 - 3.4.1 Construction Update
 - 3.5 Stormwater Plan
 - 3.5.1 Update

4. **PROJECT MANAGEMENT** – Public Works Director Ryan McBee
 - 4.1 WRRF Design Update

5. **PUBLIC WORKS** – Public Works Director Ryan McBee
 - 5.1 Asset & Work Management Transition - contract

6. **FINANCE** – Finance Director Gretchen Russo
 - 6.1

7. **COUNCIL** – CM Moore & CM Koenig
 - 7.1

REQUEST FOR NEW BUSINESS

-

ROUND TABLE

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MEETING SUMMARY

ADJOURN

CITY OF ORTING
PUBLIC WORKS COMMITTEE MINUTES

September 4, 2024 @ 2:30 p.m.

Councilmember Moore called the meeting to order at 2:05 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, Finance Director Gretchen Russo, Executive Assistant Danielle Charchenko, City Clerk Kim Agfalvi and Building Official Tim Lincoln.
Absent: Public Works Admin Asst. Laura Hinds

Professional Representatives: City Engineer JC Hungerford, Parametrix

Guests or Public Comment: No Public Comments

APPROVAL OF MINUTES:

Councilmembers Moore and Koenig approved the April, May, June, and July minutes.

PUBLIC COMMENT & PRESENTATIONS:

No Comment

DEPARTMENT REPORTS:

1. BUILDING – Tim Lincoln

1.1 Building Official Tim Lincoln presented his monthly report of permits and inspections and updated the committee on the status of various projects around the City.

2. Administration – Scott Larson

- 2.1 Kansas St SW Budget Amendment** - Public Works Director Ryan McBee stated that rules for a 24-month temporary construction easement have been extended to 36 months from the time of appraisal and that this change is increasing costs.
Action: Move forward to Study Session on September 18th, 2024.

3. Engineering Updates – JC Hungerford

- 3.1 Kansas St SW –**
- 3.1.1 NEPA Review**—This is near the end of formal consultation.
 - 3.1.2 Public Outreach** – Open house for the project on September 4, 2024, at 6 pm at Orting City Hall.
- 3.2 Whitehawk Blvd NW Bypass** – No updates on formal consultation:
- 3.2.1 Formal consultation** – Pending NEPA formal consultation with Fisheries regarding tire dust issue.
 - 3.2.2 Channelization Plan** – pushing the plan submitted to WSDOT for review. No Update
- 3.3 WSDOT Franchise:**
- 3.3.1 Fish Passage** – Public Works Director Ryan McBee and City Engineer JC Hungerford met with WSDOT. WSDOT assigned a new project team and approach to the project. WSDOT provided a preliminary design, which will now include the roundabout at SR 162 E and Orville Rd E.

Orville Rd Roundabout: WSDOT will combine the roundabout project with the fish passage project, which will be good regarding overall impact and duration, but they're running two separate design teams. They reached out today to the City for as-builts. Both projects are way behind schedule. Good news: they indicated that any of the City's temporary relocations of waterlines would fall under their permit, so the City won't need to get individual permits for them. The current plan is to review the documents they've provided over the next 2 weeks and then reconvene with WSDOT. WSDOT seems open to attaching the waterline to the bridge versus boring underneath the creek. They are open to using their contracting forces to install the waterline.

Ryan hopes to have a staff report for discussion by the next study session.

- 3.4 Orting Emergency Evacuation Bridge:**
- 3.4.1** The first step in relocating power lines will occur in the next few weeks. Tree trimming will be completed, and then there will be some property coordination. The first element of work begins in October. The current crosswalk will be moved, and WSDOT approved a new temporary crosswalk closer to Lane Blvd.

4. Project Management Update – Ryan McBee

- 4.1 WRRF Design Update** – Public Works Director Ryan McBee stated that Steve Daskam, Scott Larson, and Ryan McBee met with Wilson Engineering and were presented with 30% design. He stated that the 30% cost estimate is \$32,000,000 with contingency and provided

that the next step would be obtaining ecology approval. He updated on DOE correspondence and stated that all parties are on the same page. Committee discussion followed.

5. Public Works – Ryan McBee

5.1 Utility Rates – Adopt Year 6 of Prior Study - Public Works Director Ryan McBee briefed on the rate study completed several years ago by Baker Tilly and stated that those rates provided from the study ending in 2024. He presented a spreadsheet for new rates based on percentages from the Baker Tilly study as informational items. He stated that material and electrical costs are increasing overall and that increases are necessary for future years. He added that low-income rates were available for water and not wastewater services in previous years, which have been updated to be available for water and wastewater in the coming years. Committee discussion followed.

Action: Discuss the procedure when Councilmembers do not agree at the September study Session. Bring rates back in October.

6. Finance – Gretchen Russo

6.1 Competitive Bid Policy - Discussed competitive bid policy for capital improvement projects and suggested having capital improvement projects that cost \$200,000.00 or more to go to the competitive bid process.

Action: Bring to study session for council discussion.

The mayor’s draft budget will be coming out soon.

7. Councilmember Comments

No Comments

Round Table:

No Comments

Meeting Summary: (Study Session :)

Send draft minutes to Councilmembers before the next meeting.

Items for September Study Session:

2.1 Kansas St SW Budget Amendment

5.1 Utility Rates – Adopt Year 6 of Prior Study

6.1 Competitive Bid Policy

Adjourn: CM Moore motioned to adjourn at 3:50 pm.

Attest:

Administrative Assistant Laura Hinds



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: PW Goals	AB24-70	PW		
		Ongoing		
	Department:	Council		
	Date Submitted:	4.25.2024		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	None			
Submitted By:	Scott Larson			
Fiscal Note: None				
Attachments:				
SUMMARY STATEMENT: Goals Identified for Public Works				
<p>3. SCADA and Telemetry Master Plan – Over the last year there has been a desire on the part of staff and council to address the city’s aging SCADA and Telemetry infrastructure.</p> <p>Tasks for this item may include:</p> <ul style="list-style-type: none"> a. Establish a set of project outcomes and goals. b. Come up with a mechanism to prioritize system needs. c. Allocate additional budgetary resources, if needed, to carry out policy goals. <p>10. WWTP and Water Process & Procedure Audit - Utilize existing state-mandated Water System Plan (WSP) and General Sewer Plan (GSP) as audit tools at their completion to provide a culminating with summary of both systems. The results of these plans will be used to further develop long rang utility goals and projects requiring financial support from the council. Once completed the plans will cover broad areas like:</p> <ul style="list-style-type: none"> a. Compliance and regulatory assurance, b. Infrastructure assessment and operational efficiency c. Stability, Resilience, Financial Planning and Investment 				

RECOMMENDED ACTION: Action:

Update

FUTURE MOTION: Motion:

TBD.